

**CUP2024-00005, HANOVER COUNTY PUBLIC SCHOOL  
(BATTLEFIELD PARK ELEMENTARY SCHOOL)**



Conditional Use Permit Report  
Cold Harbor Magisterial District  
PC Meeting Date: April 18, 2024

**Overview**

Request	To amend CUP-3-82, Am. 1-97, in accordance with Section 26-20.11 of the Hanover County Zoning Ordinance to permit a new school building
Current Zoning	A-1, Agricultural District
Acreage	29.42 acres
Address	5501 Mechanicsville Turnpike
Location	Southeast quadrant of the intersection of Mechanicsville Turnpike (U.S. Route 360) and Walnut Grove Road (State Route 615)
GPIN	8735-13-6656
General Land Use Plan	Neighborhood Commercial
Major Thoroughfare Plan	Mechanicsville Tpk.: Major Arterial Urban (140' ultimate right-of-way) Walnut Grove Rd.: Major Collector Urban (120' ultimate right-of-way)
Suburban Service Area	Inside
Planner	Claudia Cheely

**Executive Summary**

Hanover County Public Schools has requested to amend the Conditional Use Permit for Battlefield Park Elementary School to build a new replacement school. The proposal will be completed in two phases:

- **Phase 1:** Construct the new school building on the east side of the property.
- **Phase 2:** Identify the use for the existing school building, which is shown to remain. Once a use is identified, a new turn lane warrant analysis will need to be performed to determine whether entrance improvements are warranted for the new use.

**Outstanding Issues**

Staff recommends that the applicant consider adding right-turn lanes at the site entrances from Mechanicsville Turnpike and Walnut Grove Road (see pages 4 – 5).

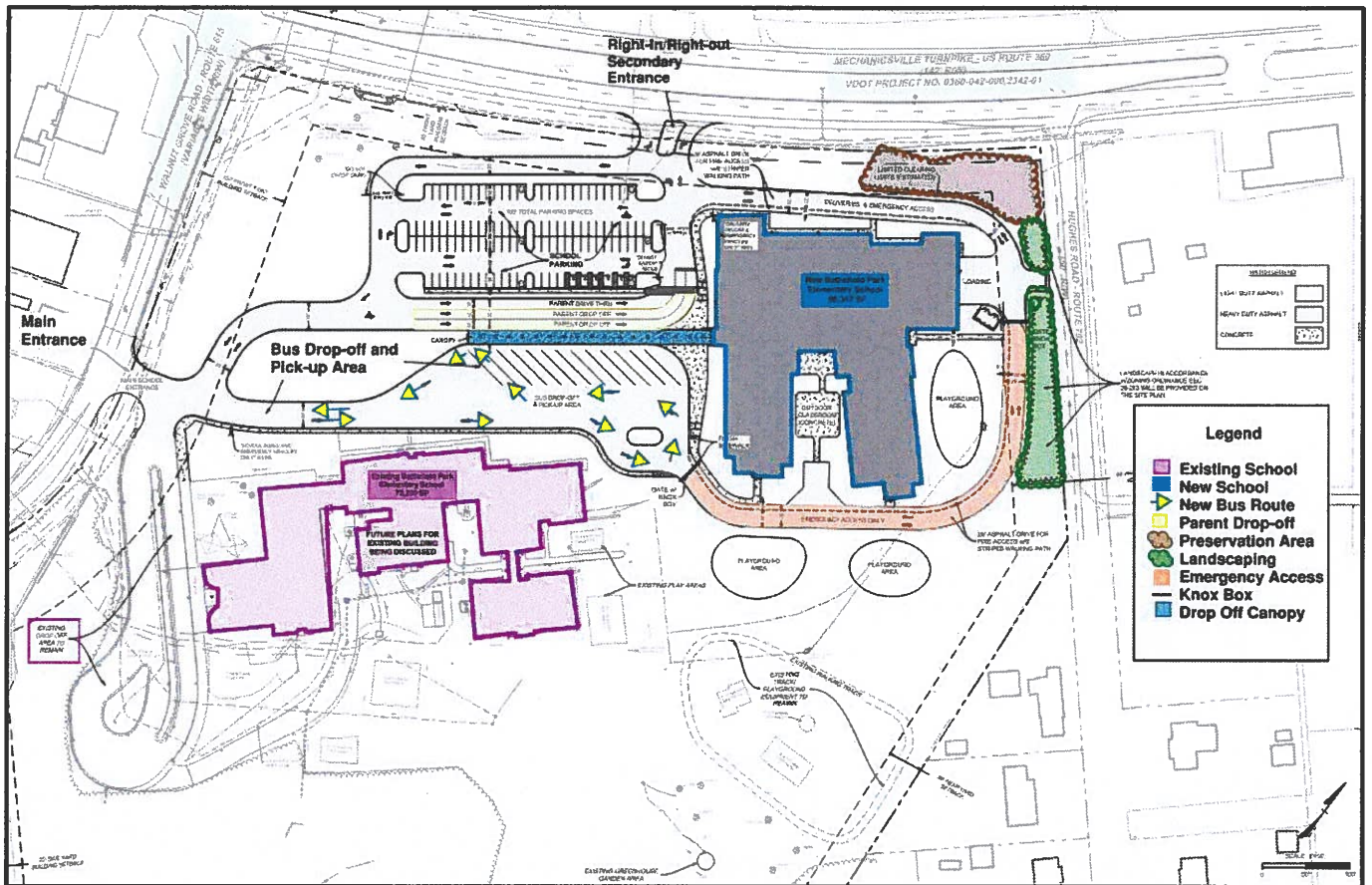
**Draft Motion**

I move that the Planning Commission recommend:

- a. Approval of CUP2024-00005, as submitted.
- b. Approval of CUP2024-00005 with the following amendments: \_\_\_\_\_.
- c. Denial of CUP2024-00005.
- d. Deferral of CUP2024-00005 until the Planning Commission’s May meeting.

# Planning Analysis

## Sketch Plan<sup>1</sup>



The sketch plan for this proposal includes five (5) sheets which show the following:

- **Plat and Existing Features (Sheets 1 and 2):** Sheets 1 and 2 of the plan consist of a plat of the property and an existing features exhibit.
- **Phase 1 (Sheet 3):** The plan shows the existing school (white) on the west side of the property, and the proposed school (dark gray) on the east side of the property. There are two existing access points, parking, and play areas shown, which will remain in place while the new school is being built. The plan shows the bus loop for the existing school that will be used while the new school is under construction. The construction entrance will be the existing right-in/right-out entrance on Mechanicsville Turnpike. New construction parking will be added near that entrance, and a loop road will be constructed around the area of the new school. Staff has recommended conditions related to limitations on construction activities.
- **Phase 2 (Sheet 4, and shown above):** The plan shows the following features:
  - *School Building Area:* The proposed school building (outlined in blue above) is shown on the east side of the site. The existing school will remain (outlined in pink above), although the use of the building has not yet been determined.

<sup>1</sup> The exhibit shown above is the final phase of the development and is further detailed in the report.

- *Access/Parking/Circulation:* The main entrance to the site is from Walnut Grove Road. From this entrance, buses travel straight to the student drop-off and pick-up area, and parents veer left towards the parking lot or parent drop-off area. The new parent drop-off and drive-thru area has been designed to accommodate more than one line of cars for the purpose of resolving some current traffic back-up that occurs at the main entrance during drop-off and pick-up. The two drop-off lanes will allow additional vehicles onto the site from Walnut Grove Road (helping reduce backups). The buses will park in parking spaces provided in the bus loop next to the canopy (shown as a blue hashed rectangle) when dropping off the children and remain there until the afternoon pick-up of the children. Parents, school employees, and delivery trucks may also use the right-in/right-out entrance on Mechanicsville Turnpike. The final parking area for the school incorporates the area from the existing parking lot to the construction lot and includes circuitous drive aisles that connect to the loop road around the new school.
- *Landscaping:* Vegetation is shown to the east of the new school adjacent to the loop road to provide a vegetative screen for residents on Hughes Road, who have expressed concerns about the view to the side of the building and the delivery entrance. That screening is required by Section 26-256(h) of the Zoning Ordinance because the loop road is within 50' of a property line adjacent to residential development. A note has been added that the landscaping will be in accordance with Section 26-263, which are the screening standards identified in the Zoning Ordinance.

Natural vegetation is shown on the northeast corner of the property, where there is an archeological site. Staff has recommended a condition that requires that this area be protected during construction. More details are provided in the Historical Commission's recommendation memorandum, which is attached to this report.

- *Playground Areas/Outdoor Classroom:* There are several playground areas shown on the plan and are depicted as circular areas with a label. Other areas identify the locations of playground equipment. Between the two wings of the new school, there is a concrete area that is designated as an outdoor classroom.
- *Emergency Access:* The loop road created during construction will be converted to a hard surfaced road for use as an emergency access for the Fire Department and EMS. Approximately half of that loop that is closest to areas where students may walk will be gated so there is no traffic using that section, except during an emergency. Gates will be placed at both ends of this section with Knox boxes.
- Elevations (Sheet 5): Sheet 5 shows the elevations of the proposed building. The building will include modern architectural elements including flat roofs, straight continuous lines, and a generous use of glass throughout the structure. The rendering includes a list of exterior building materials and shows the main materials as a red/brown brick veneer. The side facing Walnut Grove Road includes a building entrance with triple arches, and a roofline and raised pediment with a round oculus window to apply some of the architectural features of the existing school.



*Transportation*

Battlefield Park Elementary School is at the intersection of two major thoroughfares:

	<b>Mechanicsville Turnpike (U.S. Route 360)</b>	<b>Walnut Grove Road (State Route 615)</b>
VDOT Functional Classification	Other Principal Arterial	Major Collector
Local Functional Classification	Major Arterial (Urban)	Major Collector (Urban)
Traffic Volumes (2022)	24,000 (Walnut Grove Rd. – Old Church Rd.)	4,800 (Mechanicsville Tpk. – Creighton Rd.)
Focus Corridor	No	Yes (Approaching Capacity or Overcapacity under Existing Conditions + 2045 Conditions)

Entrances

The replacement school will continue to utilize the existing entrances from Mechanicsville Turnpike and Walnut Grove Road:

- One full movement entrance on Walnut Grove Road, which will provide access to the bus drop-off/pick-up area, the parent drop-off/pick-up area, and the parking lot.
- One right-in/right-out entrance on Mechanicsville Turnpike that will provide access to the parent drop-off/pick-up area and the parking lot.

Turn Lane Warrants

There is an existing left-turn lane at the Walnut Grove Road entrance. Other than the existing left-turn lane, no other turn lanes are proposed (no right-turn lanes proposed at either entrance).

Due to heavy traffic volumes on both roadways and the site's location within the Suburban Service Area (area targeted for growth), staff requested a turn lane warrant analysis for right-turn lanes at both entrances. The analysis was done based on the capacity of the new school, which will be 500 students. Traffic volume and directional movement of that traffic was reviewed for both entrances during AM and PM peak hours. The analysis showed that no right-turn lanes or tapers were warranted at either entrance (although expected traffic volumes indicate the entrances are close to meeting warrants).

While not warranted, staff recommends that the applicant consider adding right-turn lanes at the proposed entrances for the following reasons:

- Mechanicsville Turnpike is a high-volume, high-speed roadway. A right-turn lane would provide operational and safety benefits, allowing school visitors to slow down outside of the main travel lanes.
- As part of recent rezoning requests, right-turn lanes have typically been required at projects constructed along Mechanicsville Turnpike.
- Walnut Grove Road is designated as a *focus corridor* in the Comprehensive Plan, as it is approaching capacity or overcapacity under existing conditions and anticipated 2045 conditions.
- School sites generate fairly substantial peaks of traffic during relatively short time periods – average of 30 minutes in the morning and 30 minutes in the afternoon. With a significant number of vehicles turning into the site in a short period, queuing can be a concern at project entrances. Queuing has negatively impacted traffic flow on roads surrounding elementary schools in different parts of the County.

#### Planned Roadway Improvements in Area

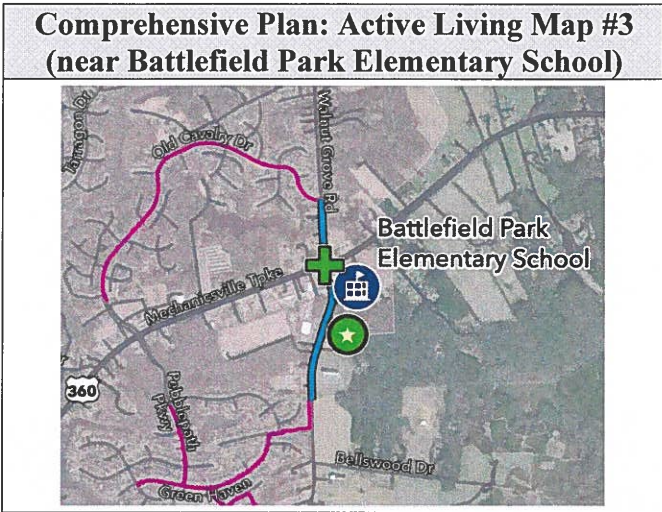
Hanover County and VDOT have planned road improvements at the Mechanicsville Turnpike/Walnut Grove Road intersection, which is currently signalized:

- *Turn Lane Improvements:* VDOT is proposing to extend the westbound left-turn lane at the Mechanicsville Turnpike/Walnut Grove Road intersection. In the morning and afternoon during the school year, traffic routinely extends into the median and main lanes of Mechanicsville Turnpike, creating a safety concern. VDOT determined that extending the turn lane from 100 feet to 400 feet is necessary to alleviate these concerns and provided a preliminary cost estimate of \$40,000 to extend the turn lane. The work would be performed by VDOT construction crews and would take approximately one week to complete, with the work to be done in July when school is not in session. The Board of Supervisors approved funding for this project (and an amendment to the FY24 – 33 Road Project Funding Plan) on April 10, 2024.
- *Overall Intersection Improvements:* In the FY24 – 33 Road Project Funding Plan, improvements are planned at the Mechanicsville Turnpike/Walnut Grove Road intersection (Estimated Cost: \$10,000,000). Preliminary engineering is expected to begin in FY29. The traffic impact analysis (TIA) completed as part of the Bell Creek Middle School/Mechanicsville High School replacement indicated that improvements would be necessary at that intersection to accommodate the new schools.

#### Pedestrian/Bicycle Infrastructure

While internal sidewalks are provided to connect the existing school, replacement school, and parking areas, no sidewalks or pedestrian trails are provided along Mechanicville Turnpike or Walnut Grove Road to connect the school to surrounding uses.

In the Comprehensive Plan (Active Living Map #3), a sidewalk is recommended along Walnut Grove Road between Old Calvary Drive and an existing sidewalk at Pebble Creek. The Mechanicsville Turnpike/Walnut Grove Road intersection is noted as a location where pedestrian/bicycle improvements are needed, due to the intersection’s proximity to Battlefield Park Elementary School.



*Compatibility with Surrounding Area/Comprehensive Plan*

Battlefield Park Elementary School has operated at this site since its construction in 1936. There have been several renovations and additions to the school since its initial construction. The property has frontage on both Mechanicsville Turnpike and Walnut Grove Road and is surrounded by commercial uses, a church, a fire station, and residential properties. It is zoned A-1, Agricultural District and designated as *Neighborhood Commercial* on the General Land Use Plan map in the Comprehensive Plan. The capacity for the new school will be 500 students, which is a decrease of the current school’s capacity of 643 students. Hanover County Schools forecasts an additional 21 students to attend this school by 2028. The increase in capacity is expected to generate an additional 48 vehicles per day (16 vehicles per peak hour). Overall, this situation still represents a reduction in traffic for a use that has existed on this site since 1936. The school’s compatibility with the area should continue.

*Historical Analysis*

The Historical Commission reviewed the request because the subject property is in the area of multiple historic sites:

On-site

- Civil War sites
  - Union Attacks in Bethesda Church Area
  - Battle of Bethesda Church
  - Confederate Advance to Gaines Mill
- Archeological sites
  - 44HN354, remnants of Mechanicsville Tnpk. b/t 1800-1900
  - 44HN345, 19th/20th century domestic site
- Battlefield Park School, VDHR #042-0161, which is not eligible for the National Register of Historic Places (NRHP)

### Adjacent

- First Shiloh Baptist Church & cemetery and lodge structure, VDHR #042-0716 (not evaluated for NRHP but was constructed in 1910 and includes a cemetery)

### Nearby

- Other surveyed sites in the area deemed not eligible for NRHP
- Vervilla, 042-0162 (not evaluated NRHP but ca. 1840)

The school property is in the area of three delineated Civil War battlefields. The proposed changes to the site are in areas that were previously cleared, and there were no apparent battlefield features in those areas. The National Park Service (NPS) did not express any concerns; however, it was reported by a member of the Commission that the remnants of the Mechanicsville Turnpike archeological site were of importance to NPS, as battles took place at this location over many days, indicating there may be buried relics.

The Commission determined that the request would not further impact the historic resources in the area of Battlefield Park Elementary School. However, it requested that should the existing school be proposed for demolition in the future, that the Commission have an opportunity to provide input prior to a final decision on demolition. It also requested that prior to commencement of construction of the new school, the remnants of the Mechanicsville Turnpike archeological site be marked for protection during construction, and that the School Board contact the Commission to allow them to designate someone to walk the property and search for historic artifacts. Relics would then be documented and donated to the County museum or the Hanover County Historical Society.

### *Community Meeting*

A community meeting for this case was held on March 7, 2024, at Battlefield Park Elementary School. After the School's engineer and architect presented the project, the comments and topics discussed at the meeting were related to:

- The decision to build a new school
- Concerns about proposed locations of grades/classrooms in the new building and accommodations for persons with disabilities
- Concerns about the future of the old school building because of its history in the community
- Hughes Road entrance (shown on original submittal, but no longer shown)
- Screening/fencing between the loop road and the homes on Hughes Road
- Traffic safety on Mechanicsville Turnpike where the road goes from 6 to 4 lanes beginning at Walnut Grove
- Site drainage
- Outdoor play areas

### Agency Analysis

There were no substantive comments from the reviewing agencies.

### **Ordinance Required Conditions**

**In accordance with Article 6, Division 3, Section 26-325, the site shall be developed and maintained in substantial conformity with the sketch plan and elevations titled, “Battlefield Park Elementary School Conditional Use Permit Set” prepared by Timmon Group, dated April 4, 2024.**

**A site plan, prepared in accordance with the requirements of Chapter 26, Article 6, Division 2, of the Hanover County Zoning Ordinance, shall be submitted for review and approval prior to commencement of the requested use.**

### **Recommended CUP Conditions**

1. Uses. The use of the site shall be limited to a school and its accessory uses. When a new use is identified for the existing school, an amendment to the Conditional Use Permit will be required.
2. Right of Way Dedication. Sixty feet (60’) of right-of-way from the centerline of Walnut Grove Road (State Route 615) will be dedicated for future road widening, free of cost to the County, upon request of the County or VDOT.
3. Elevations. The school building must be designed and constructed in substantial conformance with the elevations included in the sketch plan. Colors for the building must be earth tone or neutral colors consistent with the submitted elevations. Final elevations must be reviewed and approved by the Director of Planning or designee.
4. Screening. Landscape screening in accordance with Section 26-263 of the Zoning Ordinance must be provided along the eastern property line adjacent to Hughes Road, as shown on the sketch plan. Existing vegetation can be used to conform to this condition.
5. Lighting. The height of any light poles on the property is limited to 25 feet. House side shields must be installed on all light poles.
6. Signs. New freestanding signs on the property must be limited to ground-mounted monument signs, in accordance with the County’s sign regulations.
7. Construction. Hours of construction are limited to 7 a.m. to 8 p.m., Monday through Saturday and 8 a.m. to 6 p.m. on Sundays. All construction activities during Phase 1 of the project must take place inside the construction security fence as shown on Sheet 3 of the sketch plan. The construction area must be secured with a gate as shown on the sketch plan at all times.
8. Events. Any events held on the property must conclude by 10:00 p.m. unless delayed by weather or other circumstances beyond the control of the school.
9. Historical Impacts:
  - a. Should the School Board not identify a new use for the existing school and decide it should be razed, a proposal to demolish the school must be presented to the Historical Commission for comment and possible further recommendations.
  - b. Prior to initiation of any construction or site preparation, the boundary of the archeological site VDHR 44HN354, remnants of Mechanicsville Tnpk., must be marked, and a temporary fence installed along that boundary for the protection of the site during construction. There shall be no crossing of this barrier for any construction purposes.

- c. Prior to initiation of site work in the area of the new school or construction of the new school, the Hanover County Public Schools will contact the Historical Commission to allow them to search the property for possible historic artifacts, as this site is in the area of the three Civil War battles. Any artifacts found would be documented and donated to the Hanover County museum or the Hanover County Historical Society.
10. Development. The development and use of the property must comply with all federal, State, and local laws and regulations.

**Attachments**

- Maps (land use, vicinity, zoning, aerial)
- Photographs
- Application
- Turn Lane Warrant Analysis
- Approval Letter Proffers/Elevations/Conceptual Plan
- Historical Commission Recommendation
- Community Meeting Notes
- Citizen Correspondence
- Sketch Plan/Elevations



















Initials: CDC

Maps

# Hanover County, Virginia

## Land Use Map

### Legend

-  Rural/Agricultural
-  Town of Ashland
-  Business Flexible
-  Parks and Conserved Lands
-  Destination commerce
-  Employment Center
-  Multi-Family Residential
-  Highway Commercial
-  Industrial
-  Limited Industrial
-  Suburban Neighborhood Residential
-  Suburban High Residential
-  Suburban Center
-  Neighborhood Commercial
-  Natural Conservation
-  Rural Crossroads
-  Rural Village
-  Suburban Transitional Residential

**CUP2024-00005**

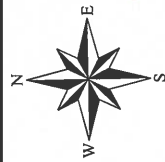
HCSB - Battlefield Park

amendment

Neighborhood Commercial &  
Highway Commercial Land Use

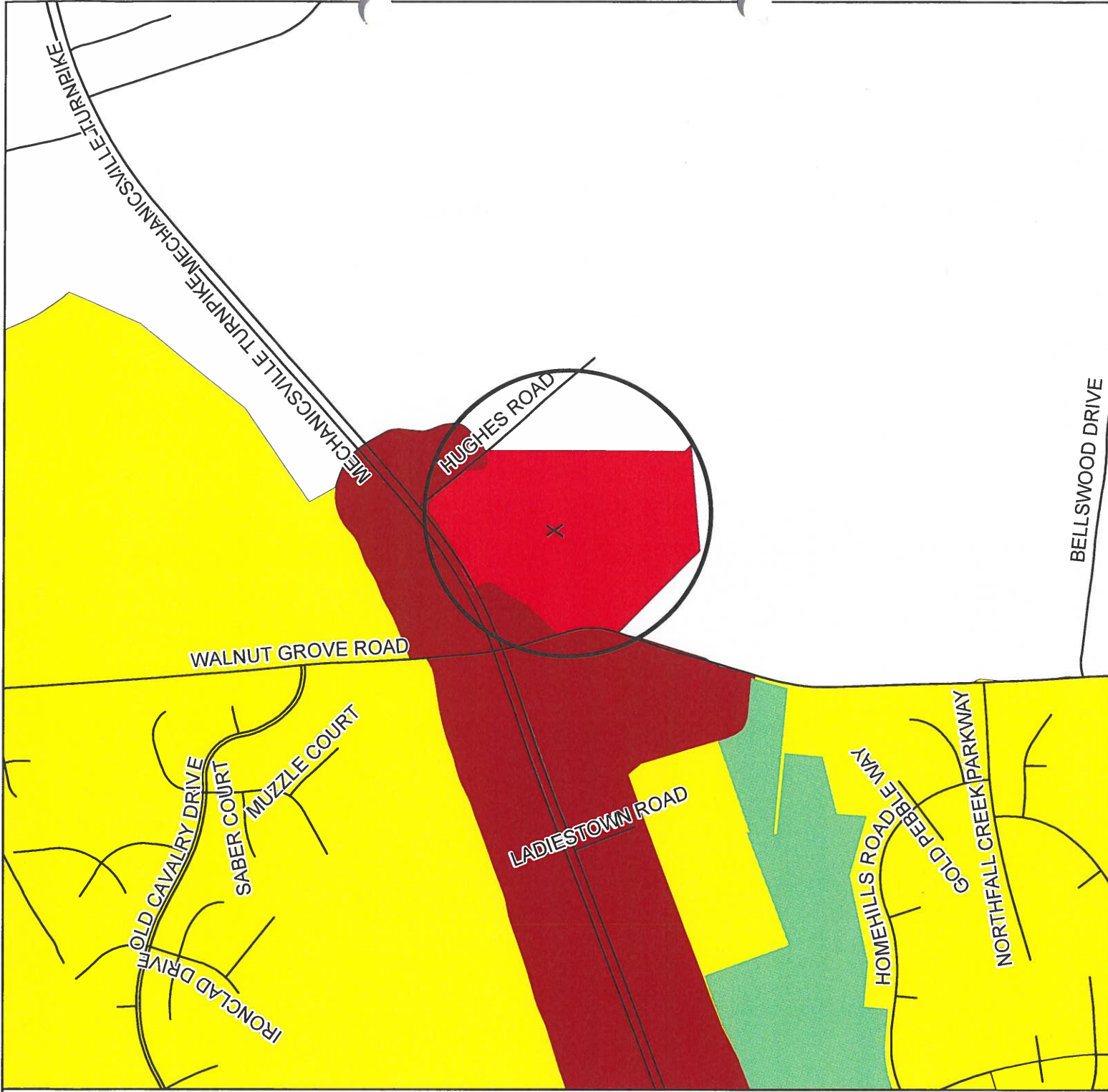
GPIN: 8735-13-6656

Cold Harbor Magisterial District



1 inch = 800 feet

January 31, 2024



**Hanover County,  
Virginia**

**General Parcel Map**

**Legend**

- Roads
- Water
- Structures
- Parcels
- Trees

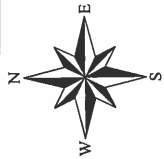
**CUP2024-00005**

**HCSB - Battlefield Park**

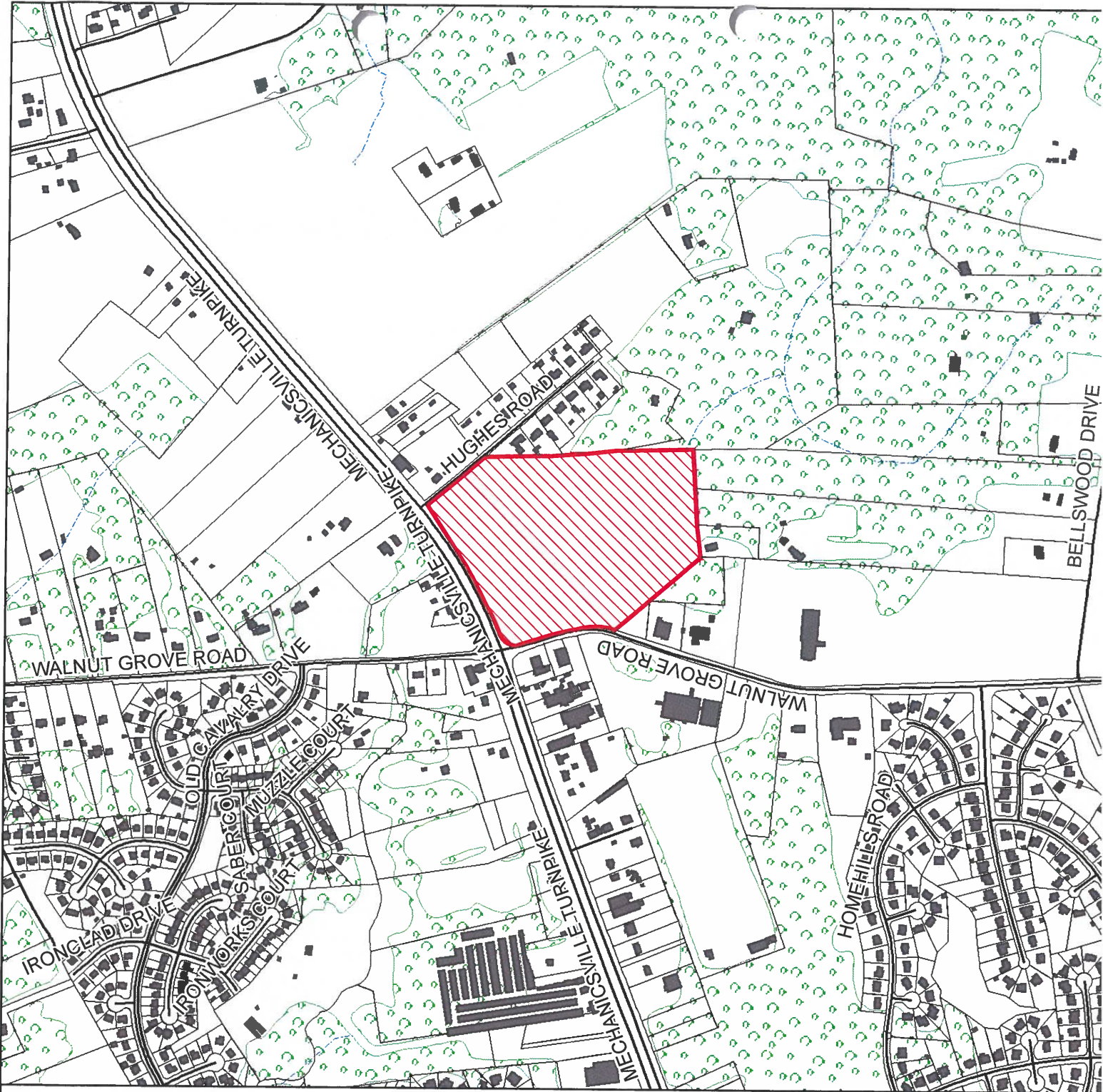
**amendment**

**Zoned A-1**

GPIN: 8735-13-6656  
Cold Harbor Magisterial District



**1 inch = 800 feet**  
January 31, 2024



# Hanover County, Virginia

## Zoning Map

### Legend

	Roads		R-1
	Water		R-2
	Parcels		R-3
	CUP		R-4
	A-1		R-5
	PUD		R-6
	RRC		RM
	RR-1		MX
	RO-1		B-1
	PSC		B-2
	POB		B-3
	PMH		B-4
	HE		O-S
	AR-1		B-O
	AR-2		M-1
	AR-6		M-2
	RC		M-3
	RS		

**CUP2024-00005**

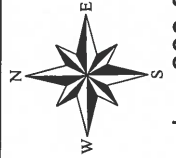
HCSB - Battlefield Park

amendment

Zoned A-1

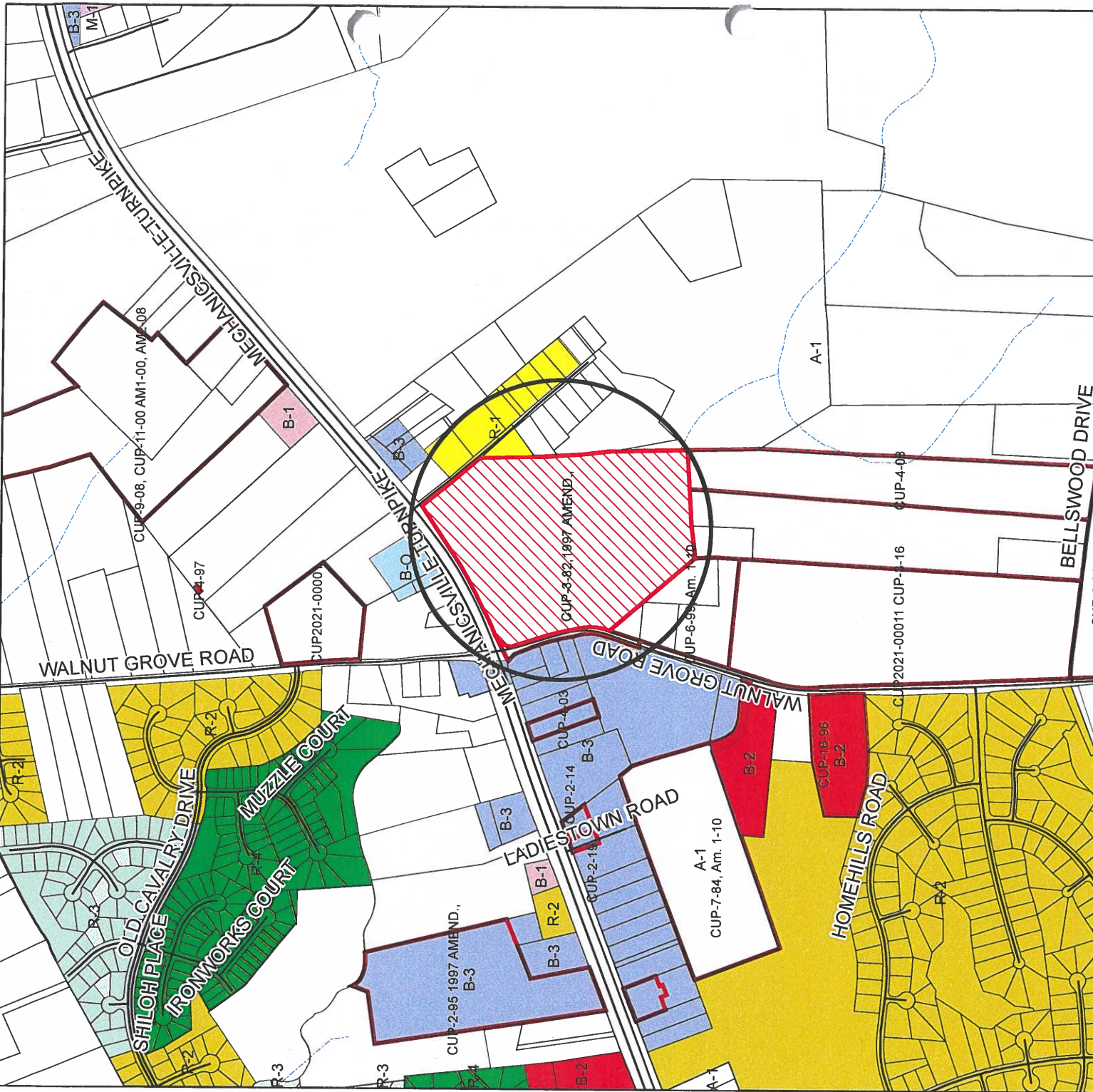
GPIN: 8735-13-6656

Cold Harbor Magisterial District



1 inch = 800 feet

January 31, 2024



**CUP2024-00005**



Application

Hanover County Planning Department Application

RECEIVED

JAN 29 2024

Request for a Conditional Use Permit

HANOVER COUNTY PLANNING DEPARTMENT

Case #: CUP2024-00005

Please type or print in black ink.

<b>APPLICANT INFORMATION</b>	
Owner/Applicant: <u>Hanover County Public Schools</u>	Telephone No. <u>804-365-4526</u>
Contact Name: <u>Christina P. Berta - Assistant Superintendent of Business and Operations</u>	Fax No. <u>804-365-4818</u>
Address: <u>200 Berkley Street, Ashland, VA 23005</u>	Email Address <u>cberta@hcps.us</u>

<b>PARCEL INFORMATION</b>	<b>For multiple parcels, please also complete Page 4 <input type="checkbox"/></b>
GPIN(s)(Tax ID #'s) <u>8735-13-6656</u>	Total CUP Area (acres/square feet) <u>29.42 ac /1,281,535.2 sf</u>
Total Area (acres/square feet) <u>29.42 ac /1,281,535.2 sf</u>	Current Zoning <u>A-1</u>
Magisterial District <u>Cold Harbor</u>	In accordance with Article 3, Division <input type="checkbox"/> <u>1</u> Section <u>26-20</u>
Location Description (Street Address, if applicable) <input checked="" type="checkbox"/>	§ <u>11</u> of the Ordinance the following use is requested:
<u>5501 Mechanicsville Tpke, Mechanicsville, VA 23111</u>	<u>New elementary school building to replace existing elementary school building.</u>

<b>SIGNATURE OF OWNER</b> <input checked="" type="checkbox"/>	<b>POWER OF ATTORNEY</b> <input type="checkbox"/>	<b>CONTRACT PURCHASER</b> <input type="checkbox"/> (attach contract)
As owner or authorized agent of this property, I hereby certify that this application is complete and accurate to the best of my knowledge, and I authorize County representatives' entry onto the property for purposes of reviewing this request.		
Signature <u>Christina P Berta</u>	Date <u>1/29/2024</u>	
Print Name <u>Christina P. Berta</u>		
Signature _____	Date _____	
Print Name _____		

<b>QUESTIONS/ LETTERS/ REPORTS SHOULD BE FORWARDED TO THE FOLLOWING**:</b>	
Name <u>Steve Raugh</u>	Telephone No. <u>804-200-6467</u>
Address: <u>1001 Boulders Pkwy, Suite 300</u>	Fax No. _____
<u>Richmond, VA 23225</u>	Email Address <u>steve.raugh@timmons.co</u>
**It is the responsibility of the contact person to provide copies of all correspondence to other interested parties to the application.	

**REQUIREMENTS/ ATTACHMENTS FOR ALL REQUESTS you must submit the following:**

- a. **Signature of Property Owner or Contract Purchaser** (Page 3) – If the contract purchaser signs the application, please provide a copy of the signed contract, with all sensitive information redacted.
- b. **Acknowledgement of Application Fee Payment Procedure** (Page 6)
- c. **Adjacent property owners, Board of Supervisors, and Planning Commissioner notification form** (Page 7) – please list all property owners including those across roadways, watercourses, and/or railroads as well as the members of the Board of Supervisors and Planning Commission for the magisterial district in which the property is located. Adjacent property owners, Board members, and Planning Commissioners must be notified prior to submittal of this application. The form must include owners' names, address, and GPINs for all adjacent property owners. (This information is available from the County website or can be obtained from the Planning Department.) The form on Page 9 may be used to notify these property owners.
- d. **A plat of the subject property**, which accurately reflects the current property boundaries. If the full-size plat is larger than 8 ½" x 11", the plat must be folded no larger than 9"x12", and a reduction of the plat must be submitted which is 8 ½" x 11" in size. (Typically available from the County Clerk's Office in the Circuit Court building.)
- e. **Responses to questions on Page 10**
- f. **Historic Impact Information** (Page 11) (This information is available on the County website or may be obtained from the Planning Department.)
- g. **Traffic Impact Analysis Certification Form** (Page 12) In compliance with VDOT's new Traffic Impact Analysis Regulations (24 VAC 30-155 *et seq.*, commonly known as "Chapter 527"), Conditional Use Permits that meet certain thresholds require Traffic Impact Analyses (TIAs). The process for submitting TIAs is as follows: (1) you must submit the number of copies of the TIA required by VDOT to the Hanover County Planning Department with your comprehensive plan amendment/rezoning/conditional use permit submittal; (2) the Hanover County Planning Department will stamp "received" on all copies of the TIA, and will keep a copy for its files; and (3) you must deliver the remaining copies of the TIA to VDOT and pay the necessary TIA review fee directly to VDOT.
- h. **Sketch Plan Checklist (Page 13) and ten (10) copies of the sketch plan and architectural elevations**, folded no larger than 9" x 12", and **1 - 8 ½" x 11" reduction**. Individual sheets should be no larger than 24" x 36". For Filling and/or Grading CUP Applications, a plan should be submitted that meets the Public Works Department's requirements for an Erosion and Sedimentation Control (E&S) Plan. However, please note that submittal of this plan will **not** be considered as a submittal of an E&S plan application. For a checklist of items to be included on this plan, please contact Public Works at (804) 365-6181.
- i. For CUP applications for telecommunication facilities, a **Telecommunications application** must be completed and include all of the required attachments.
- j. **Community Meeting Guide** (Check the box if you have read and understand Pages 14 & 15. **Please note that applicants that schedule community meetings without coordinating with the staff may be required to reschedule the meeting, which may cause the application process to be delayed.**)

**ACKNOWLEDGEMENT OF APPLICATION FEE PAYMENT PROCEDURE**

Application fees are not accepted at the time of submittal. I hereby acknowledge that this application is not complete until the payment for all applicable application fees has been received by the Hanover County Planning Department. The Hanover County Planning Department shall notify me by mail, at the address listed below, (as well as by email and/or fax, if selected below) of the applicable fee(s) at such time that they determine that the application is complete and acceptable. I acknowledge that I am responsible for ensuring that such fees are received by the Hanover County Planning Department by the Tuesday the week following the application deadline. I further acknowledge that any application fee submitted after this date shall result in the application being considered filed for the next application deadline.

Should the applicable fees not be submitted within forty-five (45) days of the date of the notification letter, it shall be my responsibility to arrange for the retrieval of all application materials. The application and any supplementary materials for incomplete applications that are not retrieved within forty-five (45) days of the date of the notification letter shall be destroyed by the Hanover County Planning Department.

Should my application be accepted, my fee payment will be due by \_\_\_\_\_. (To be filled in by a Planning Staff member.)

Signature of applicant/authorized agent Christina P. Berta Date 1/29/2024  
 Print Name Christina P. Berta

Signature of applicant/authorized agent \_\_\_\_\_ Date \_\_\_\_\_  
 Print Name \_\_\_\_\_

Address to which notification letter is to be sent:  
200 Berkley Street, Ashland, VA 23005  
 \_\_\_\_\_  
 \_\_\_\_\_

If you would like your letter emailed and/or faxed, please make selections, and provide the information below:  
 Email cberta@hcps.us  Fax \_\_\_\_\_

**FEES**

After application is accepted for review, make checks payable to Treasurer, Hanover County:

Conditional Use Permit	\$1500 + \$75/acre*
Amendment (after final approval)	\$1500

\*Fractions of acreage are rounded up to the nearest whole number  
 Please note: Applicants who request tax-exempt status may have their application fee waived upon presentation of official documentation of such status.

**FOR STAFF USE ONLY:**

Fees:            Base Fee _____ Acreage Fee _____ <b>TOTAL</b> _____	Accepted by: _____ HTE #: _____
--	------------------------------------

**NOTIFICATION OF ADJOINING PROPERTY OWNERS, BOARD OF SUPERVISORS, AND PLANNING COMMISSIONERS**

**Applicant's Statement:**

I hereby certify that I have notified all adjacent property owners to the property, which is the subject of this request as well as the members of the Board of Supervisors and Planning Commission for the magisterial district in which the property is located. Adjacent property includes all property across roadways, watercourses, railroads, and/or municipal boundaries. I further certify that the names and addresses below are those of the adjacent property owners as listed in the tax records of the Commissioner of Revenue of Hanover County.

**Applicant's Signature:** Christina P. Berta

COMMONWEALTH OF VIRGINIA )

COUNTY OF HANOVER )

) to-wit:  
)

The foregoing instrument was acknowledged before me this 29<sup>th</sup> day of January, 2024, by Christina P. Berta (Name of Applicant).

My commission expires: **WINDY BETH MUNTEAN**  
Notary Public  
Commonwealth of Virginia  
Registration No. 355768  
My Commission Expires Jul 31, 2027

[Signature]  
Notary Public

**Board of Supervisors Representative:**  
Cold Harbor district

F. Michael Herzberg, P.O. Box 470, Hanover, VA 23069

**Planning Commission Representative:**  
Cold Harbor district

Fredric I. McGhee, Jr., 6305 Watt House RD, Mechanicsville, VA 23

**List of Adjacent Property Owners:**

GPIN	Name	Address
8735-04-8236	NANCY H SMITHSON	PO BOX 207, ST STEPHENS CHURCH, VA 23148
8735-14-1508	ROZELL BROTHERS LLC	5390 SANDY VALLEY RD, MECHANICSVILLE, VA 23111
8735-14-2307	ROZELL BROTHERS LLC	5390 SANDY VALLEY RD, MECHANICSVILLE, VA 23111
8735-14-3438	ROZELL BROTHERS LLC	5390 SANDY VALLEY RD, MECHANICSVILLE, VA 23111
8735-14-4763	FRANK & ANNA VOLO	5490 WINSMITH DR, MECHANICSVILLE, VA 23116
8735-15-5270	HILL REED PARTENT LLC	7618 OLD TRACK LANE MECHANICSVILLE, VA 23111
8735-24-1427	GEORGE W JR & DEBORAH A HUGHES	8177 HUGHES RD, MECHANICVILLE, VA 23111
8735-24-2264	MARY H HUGHES	8218 HUGHES RD, MECHANICSVILLE, VA 23111
8735-24-1082	AMANDA DAWN THOMPSON	8211 HUGHES RD, MECHANICSVILLE, VA 23111

**NOTIFICATION OF ADJOINING PROPERTY OWNERS continued**

**List of Adjacent Property Owners:**

GPIN	Name	Address
8735-23-2838	RITA SUE KING	8205 HUGHES RD, MECHANICSVILLE, VA 23111
8735-23-3709	WILLIAM R & REBECCA F RICE	8201 HUGHES RD, MECHANICSVILLE, VA 23111
8735-23-3377	GEORGE W HUGHES JR & DEBORAH HUGHES & DA HUGHES TRUSTEES	8177 HUGHES RD, MECHANICSVILLE, VA 23111
8735-23-8073	ALEXANDER P & DIANA L MADLINGER	8176 HUGHES RD, MECHANICSVILLE, VA 23111
8735-21-0705	WAW3 LLC	1901 JEFFERSON DAVIS HWY, RICHMOND, VA 23224
8735-11-6990	ERIC P BURCHAM	4002 HERMITAGE ROAD RICHMOND, VA 23227
8735-12-6708	WAYNE C JESTER	8136 WALNUT GROVE RD, MECHANICSVILLE, VA 23111
8735-12-3997	TRUSTEES OF FIRST SHILOH BAPTIST CHURCH	8150 WALNUT GROVE RD, MECHANICSVILLE, VA 23111
8735-13-1196	FIRST SHILOH BAPTIST CHURCH	8162 WALNUT GROVE RD, MECHANICSVILLE, VA 23111
8735-13-1351	TRUSTEES OF FIRST SHILOH BAPTIST CHURCH	8150 WALNUT GROVE RD, MECHANICSVILLE, VA 23111
8735-03-7230	TARP INVESTORS LLC	14543 BUD LANE, GLEN ALLEN, VA 23059
8735-03-8744	L CROWDER PROPERTIES LLC	7395 ADAMS FARM RD, MECHANICSVILLE, VA 23111
8735-03-9756	EUGENE B HEMLICK	5519 MECHANICSVILLE TPKE, MECHANICSVILLE, VA 23111
8735-03-9932	VA PROPERTY INVESTMENTS LLC	5519 MECHANICSVILLE TPKE, MECHANICSVILLE, VA 23111

**NOTIFICATION OF ZONING APPLICATION SUBMITTAL**

**TO:** Adjacent Property Owner

**FROM:** Timmons Group on Behalf of Hanover County Public Schools

**DATE:** \_\_\_\_\_

The following application will be submitted for review to the Hanover County Planning Department:

- Rezoning
- Conditional Use Permit
- Special Exception

**Applicant:** Hanover County Public Schools

**Property Location:** 5501 Mechanicsville Tpke, Mechanicsville, VA 23111

**GPIN(s):** 8735-13-6656

**Requested Zoning District:** A-1

**Requested Use/Exception:** Construct new elementary school, bus loop, and parking lot on the existing school site.

Hanover County Public Schools requests permission to construct a new elementary school adjacent to the existing elementary school. Future plans for the existing building are still being discussed.

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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The application will be available for viewing at the Hanover County Planning Department. The Planning Department shall notify all adjacent property owners of the time, day, and place of the public hearings to be held on this application. Should you have any questions or comments, please contact the Planning Department at (804) 365-6171.

**EXPLANATION: (Attach additional sheets, if necessary)**

1. What type of use is being requested? No change in use. The property will continue to be used as a public school.

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2. Briefly describe how you plan to develop the property for the proposed use and any associated uses. \_\_\_\_\_

The existing property currently houses the Battlefield Elementary School. The proposed plan is to build a new school building, bus loop and parking adjacent to the existing school while it is still in use. Future plans for the existing building are still being discussed.

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3. Describe why the proposed use is desirable and appropriate for the area. What measures will be taken to assure that the proposed use will not have a negative impact on the surrounding vicinity? (For example, this may include traffic or environmental impacts.) There will be no change in use, the community will simply be getting a new school facility. The construction area will be fenced off and contain erosion and sediment control measures around the entire site to minimize downstream environmental impacts. Stormwater management strategies will also be implemented to reduce post development runoff from the site.

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4. Are there any deed restrictions concerning the type of use proposed? If so, provide the date the said restrictions expire. (You may attach a copy of the restrictions.) None

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5. Is the subject property located in a Dam Break Inundation Zone?  Yes  No (Please contact the Department of Planning or Public Works for assistance in addressing this question.) If yes, please contact the Department of Public Works for further information.

**HISTORIC SITE IMPACT ANALYSIS**

Please identify any **known or suspected historic resources on both the subject property and adjacent properties**, to include both structural and non-structural resources, such as trenches, cemeteries, and archeological sites. Please include the GPIN (Tax Parcel Number) associated with the resource. Please attach additional sheets, if necessary. Should you need assistance completing this form, please contact the Planning Staff.

- 1. Historic Resource/File No. Battlefield Park Elementary School / 42-0161 GPIN 8735-13-6656
- 2. Historic Resource/File No. Hughes Road House / 42-5068 GPIN 8735-24-1427
- 3. Historic Resource/File No. 5488 Mechanicsville TPK Dwelling / 42-5072 GPIN 8735-14-1508

If you have identified known or suspected historic resources on the subject property or adjacent property, please provide the following information on each site:

- a) Is the historic site listed as a National or State Registered Landmark? No
- b) Is the historic site open to the public? N.A.
- c) Describe the impact the proposed request will have on the identified historic resources with regard to noise, traffic, dust, vibration, visual impact, and air pollution. N.A.

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- d) Describe voluntary measures that will be undertaken to help mitigate the impact that the proposed use may have on the identified historic resources. N.A.

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If there are no known or suspected historic resources on the subject property or immediately adjacent, including structural and non-structural resources, trenches, cemeteries, and archeological sites, please sign and date.

Signature: *[Handwritten Signature]* Date: 1/17/24

# HISTORIC SITE IMPACT ANALYSIS

Please identify any **known or suspected historic resources on both the subject property and adjacent properties**, to include both structural and non-structural resources, such as trenches, cemeteries, and archeological sites. Please include the GPIN (Tax Parcel Number) associated with the resource. Please attach additional sheets, if necessary. Should you need assistance completing this form, please contact the Planning Staff.

- 1. Historic Resource/File No. 5466 Mechanicsville TPK Dwelling / 42-5069 GPIN 8735-14-4763
- 2. Historic Resource/File No. 5492 Mechanicsville TPK Dwelling / 42-5073 GPIN 8735-14-2307
- 3. Historic Resource/File No. 5486 Mechanicsville TPK Dwelling / 42-5071 GPIN 8735-14-1508

If you have identified known or suspected historic resources on the subject property or adjacent property, please provide the following information on each site:

- a) Is the historic site listed as a National or State Registered Landmark? No
- b) Is the historic site open to the public? N.A.
- c) Describe the impact the proposed request will have on the identified historic resources with regard to noise, traffic, dust, vibration, visual impact, and air pollution. N.A.

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- d) Describe voluntary measures that will be undertaken to help mitigate the impact that the proposed use may have on the identified historic resources. N.A.

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If there are no known or suspected historic resources on the subject property or immediately adjacent, including structural and non-structural resources, trenches, cemeteries, and archeological sites, please sign and date.

Signature: *Stephen J. Long* Date: 1/17/24

**HISTORIC SITE IMPACT ANALYSIS**

Please identify any **known or suspected historic resources on both the subject property and adjacent properties**, to include both structural and non-structural resources, such as trenches, cemeteries, and archeological sites. Please include the GPIN (Tax Parcel Number) associated with the resource. Please attach additional sheets, if necessary. Should you need assistance completing this form, please contact the Planning Staff.

- 1. Historic Resource/File No. 5482 Mechanicsville TPK Dwelling / 42-5070 GPIN 8735-14-3438
- 2. Historic Resource/File No. \_\_\_\_\_ GPIN \_\_\_\_\_
- 3. Historic Resource/File No. \_\_\_\_\_ GPIN \_\_\_\_\_

If you have identified known or suspected historic resources on the subject property or adjacent property, please provide the following information on each site:

- a) Is the historic site listed as a National or State Registered Landmark? No
- b) Is the historic site open to the public? N.A.
- c) Describe the impact the proposed request will have on the identified historic resources with regard to noise, traffic, dust, vibration, visual impact, and air pollution. N.A.

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- d) Describe voluntary measures that will be undertaken to help mitigate the impact that the proposed use may have on the identified historic resources. N.A.

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If there are no known or suspected historic resources on the subject property or immediately adjacent, including structural and non-structural resources, trenches, cemeteries, and archeological sites, please sign and date.

Signature: *[Handwritten Signature]* Date: 1/17/24

## COMPLIANCE WITH VDOT & COUNTY TRAFFIC IMPACT ANALYSIS REQUIREMENTS

The following must be completed for all applications: The selection below is based on a projected daily trip generation of 48 vehicles per day and a site peak hour trip generation of 16 vehicles per hour, based on the stipulations of 24 VAC 30-155. The 11th edition (latest edition) of the ITE Trip Generation Manual was used in determining the trip generation (Code Number 520 and Page Number 325).

Choose one of the two options below:

- I certify that this proposal **DOES NOT EXCEED** 380 vehicle trips per day that would require submittal of a Traffic Impact Analysis.
- I certify that this proposal **DOES EXCEED** 380 vehicle trips per day that would require a Traffic Impact Analysis be submitted.

Choose one of the two options below:

- I certify that this proposal DOES NOT MEET any of the VDOT thresholds identified in the Traffic Impact Analysis Regulations Administrative Guidelines (24 VAC 30-155) that would require a Traffic Impact Analysis to be submitted in conjunction with this application.
- I certify that this proposal MEETS at least one of the VDOT thresholds identified in the Traffic Impact Analysis Regulations Administrative Guidelines (24 VAC 30-155) that would require a Traffic Impact Analysis to be submitted in conjunction with this application. A Traffic Impact Analysis, prepared in accordance with the Traffic Impact Analysis Regulations Administrative Guidelines (24 VAC 30-155), has been prepared and will be submitted to VDOT the same day.



\_\_\_\_\_  
(Signature of Applicant/Applicant's Representative)

01/23/2024

\_\_\_\_\_  
(Date)

W. Scott Dunn

\_\_\_\_\_  
(Applicant/Applicant's Representative – Print Name)

*Note: The application is for replacement of the existing ES that will decrease the capacity from 643 students to 500. The trip generation estimate above is based on the School District's forecast of 21 additional students by 2028.*

## SKETCH PLAN CHECKLIST

Use this checklist to prepare the required sketch plan for submittal with this application. Place a mark next to each item to verify its inclusion on the sketch plan. Please make sure the information listed below is shown on the sketch plan. Failure to include all necessary information may result in the application not being accepted for processing.

Applicant:

Staff:



1. The proposed title of the project, the name of the developer, and the name of the preparer of the plan.



2. The north point, scale, and date. The required scale of the sketch plan shall be as follows:

a) For projects containing more than 200 acres, not more than 1" = 200'

b) For projects containing 50 acres to 200 acres, not more than 1" = 100'

c) For projects containing 10 acres to 50 acres, not more than 1" = 50'

d) For projects containing 10 acres or less, not more than 1" = 30'



3. Existing zoning and zoning district boundaries. (Available on County zoning maps.)



4. The boundaries of the property involved; County and/or town boundaries; property lines; existing streets, buildings, and/or waterways; Chesapeake Bay Resource Protection Areas (see Department of Public Works); and major tree masses.



5. Topography of the project area, with contours of five (5) feet or less. (Maps are available in the Planning Department.)



6. Proposed changes in zoning, if any.



7. The general location and character of construction of proposed streets, alleys, driveways, curb cuts, entrances, and exits.



8. Location(s) of all proposed buildings and structures, accessory and main; major excavations; and the use category for each building.



9. General location, height, and material for all fences, walls, screen plantings, berms, and landscaping. The required perimeter buffer, if any, shall be shown.



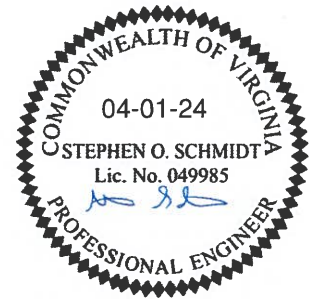
10. Architectural elevation(s) for the proposed structures on site, which provide detail on the proposed building materials.



11. Location(s) of any known or suspected historic resources, including cemeteries, trenches, and archeological sites as reflected in available County records.

## Turn Lane Warrants Analysis

To: Adam J. Moore, PE (VDOT)  
From: Steve Schmidt, PE, PTOE  
RE: Battlefield Park Elementary School – Turn Lane Warrant Analysis  
Date: April 2024  
Copy: Steve Raugh, PE (TG)



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As requested by the Virginia Department of Transportation (VDOT), Timmons Group has performed a turn lane warrant analysis for the proposed reconstruction of Battlefield Park Elementary School in Hanover County, Virginia. The site is generally located south of US Route 360 and east of Walnut Grove Road as shown on Figure 1 (all figures are located at the end of this memorandum).

The site is currently occupied by the existing Battlefield Park Elementary School which is served by a full movement access point on Walnut Grove Road and a right-in/right-out only entrance on US Route 360. An existing southbound left turn lane serves the Walnut Grove Road entrance; no right turn lanes are present at either existing entrance.

The proposed reconstruction of the school will maintain the existing access points in the same location; no new or changes in access is proposed with the project. The Walnut Grove Road entrance will be the main entrance for parent drop-off and the only entrance for busses. The US Route 360 entrance will serve The reconstructed elementary school will accommodate 500 students. A site layout can be found in Figure 2.

### **Background Information**

Walnut Grove Road is two-lane, undivided major collector roadway with a posted speed limit of 45 mph. According to 2022 VDOT AADT data, Walnut Grove Road carries 3,400 vehicles per day in the vicinity of the site.

US Route 360 is a four-lane, divided principal arterial road with a posted speed limit of 45 mph. According to 2022 VDOT AADT data, US Route 360 carries 24,200 vehicles per day.

### **Existing Traffic Volumes**

VDOT provided hourly traffic counts for both US Route 360 and Walnut Grove Road conducted in spring 2023. A copy of the full count data is included in Appendix A.

Battlefield Park Elementary school operates from 7:30 AM to 2:20 PM. The peak hours used in the analysis were selected to correspond with the arrival and dismissal of the existing Battlefield Park Elementary School.

Therefore, the analysis utilized the 7:00-8:00 AM and 2:00-3:00 PM traffic data which can be found in Figure 3.

**Proposed Development and Trip Generation/Distribution**

The site-generated traffic volumes generated by the proposed 500-student elementary school are shown in Table 1 and were estimated using the 11th edition of the Institute of Transportation Engineers’ (ITE) Trip Generation Manual.

**Table 1:  
 Site-Generated Traffic**

Buildout				Weekday <sup>(1)</sup>						
				AM Peak Hour <sup>(2)</sup>			PM Peak Hour <sup>(2)</sup>			Average Daily Trips
LU Code	Land Use	Size	Units	In	Out	Total	In	Out	Total	
520	Elementary School	500	Students	203	173	375	104	122	225	1,135

Notes: (1) Based on the Institute of Transportation Engineers Trip Generation, 11th Edition. Assumes General Urban/Suburban land use category.  
 (2) AM/PM trips utilize Peak Hour of Generator rates/equations.

It is noted the peak hour of the generator rates/equations were utilized in the analysis.

As shown in Table 1, the proposed development will generate 375 AM peak trips (203 in and 173 out), 225 PM peak trips (104 in and 122 out), and 1,135 average daily trips.

Additionally, according to the school district, the school will be serviced by 10 buses. These bus trips were assumed to be in addition to the trips generated in Table 1.

The trips were distributed based on the existing roadway network, the school attendance areas, and the internal operations (see Figure 1). The trips were assumed to be distributed as follows:

**Cars:**

- 35% to/from the west on US Route 360
  - 25% of these trips will enter via the Walnut Grove Road Entrance (main entrance) and 10% will enter via the right-in/right out on US Route 360
- 35% to/from the east on US Route 360; and
- 30% to/from the south on Walnut Grove Road.

**Buses – All enter via Walnut Grove Road entrance:**

- 35% to/from the west on US Route 360
- 35% to/from the east on US Route 360; and
- 30% to/from the south on Walnut Grove Road.

The trip distributions can be found in Figure 4. The car site trips can be found in Figure 5 and the bus site trips can be found in Figure 6.

### **Projected Total Traffic**

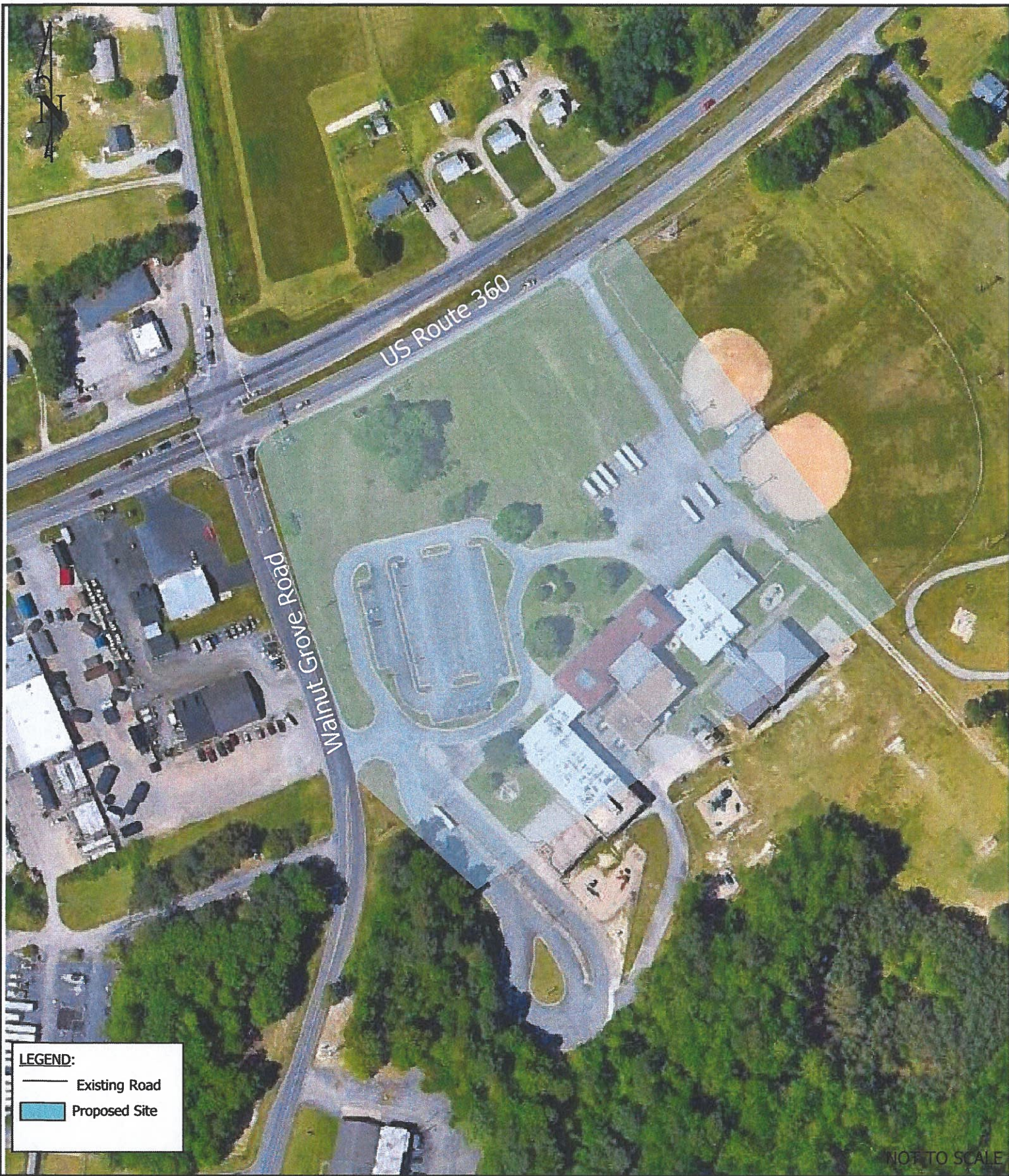
The existing volumes (Figure 3) discussed above were combined with the site-generated traffic estimates (Figure 5 and 6) to calculate the total traffic volumes shown in Figure 7.

### **Turn Lane Warrant Analysis**

The total traffic volumes (existing + site) discussed above and shown on Figure 7 were used in conjunction with the appropriate right turn lane nomographs from Appendix F of the VDOT *Road Design Manual*. As shown in Figure 8 (right turn lane warrant on Walnut Grove Road) and Figure 9 (right turn lane warrant on US Route 360), no right turn lanes or tapers are required at either site entrance.

### **Conclusions**

The analysis indicates that no right turn lanes or tapers are warranted at the site entrances on Walnut Grove Road or US Route 360.



**LEGEND:**  
 — Existing Road  
 ■ Proposed Site

NOT TO SCALE



**Surrounding Roadway Network  
 and Site Location  
 Battlefield Park Elementary School  
 Hanover County, Virginia**

**Figure  
 1**





US Route 360

Walnut Grove Road

← 1667 (631)  
STOP  
→ (896) 492

Right-In / Right-Out  
Entrance




← 256 (142)

STOP

Full Access Entrance

(165) 155

**LEGEND:**

- Existing Road
-  Stop Controlled Intersection
-  Stop Sign Location
-  Lane Configuration
- 00 AM Peak Hour Volumes
- (00) PM Peak Hour Volumes

NOT TO SCALE



## 2023 Existing Volumes Battlefield Park Elementary Hanover County, Virginia

Figure  
3



US Route 360

10% Car  
45% Bus + 25% Car

35% Car + 35% Bus

(45% Bus) + (35% Car)  
(35% Bus)

(35% Bus)  
10% Car

35% Car + 35% Bus

Right-In / Right-Out  
Entrance

Walnut Grove Road

STOP





70% Bus + 60% Car

(70% Bus) + (35% Car)  
(30% Bus) + (30% Car)

Full Access Entrance

30% Car + 30% Bus

**LEGEND:**

-  Existing Road
-  Stop Controlled Intersection
-  Stop Sign Location
-  Lane Configuration
- 00% Entering Peak Hour Trip Distributions
- (00%) Exiting Peak Hour Trip Distributions

NOT TO SCALE

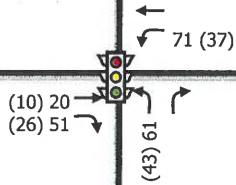


# Site Trip Distributions Battlefield Park Elementary Hanover County, Virginia

Figure  
4



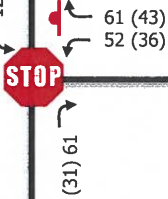
US Route 360



Right-In / Right-Out  
Entrance

60 (43)

Walnut Grove Road



Full Access Entrance

**LEGEND:**

- Existing Road
- Stop Controlled Intersection
- Stop Sign Location
- Lane Configuration
- 00 AM Peak Hour Trips
- (00) PM Peak Hour Trips

NOT TO SCALE



Site Trips - Cars  
Battlefield Park Elementary  
Hanover County, Virginia

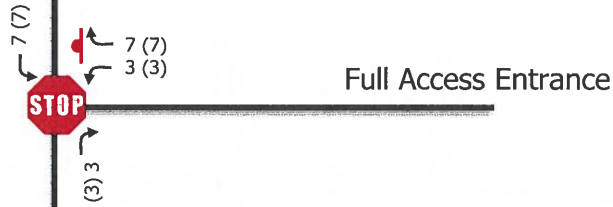
Figure  
5



US Route 360







Right-In / Right-Out  
Entrance



Walnut Grove Road

**LEGEND:**

-  Existing Road
-  Stop Controlled Intersection
-  Stop Sign Location
-  Lane Configuration
- 00 AM Peak Hour Trips
- (00) PM Peak Hour Trips

NOT TO SCALE



### Site Trips - Buses Battlefield Park Elementary Hanover County, Virginia

Figure  
6



US Route 360



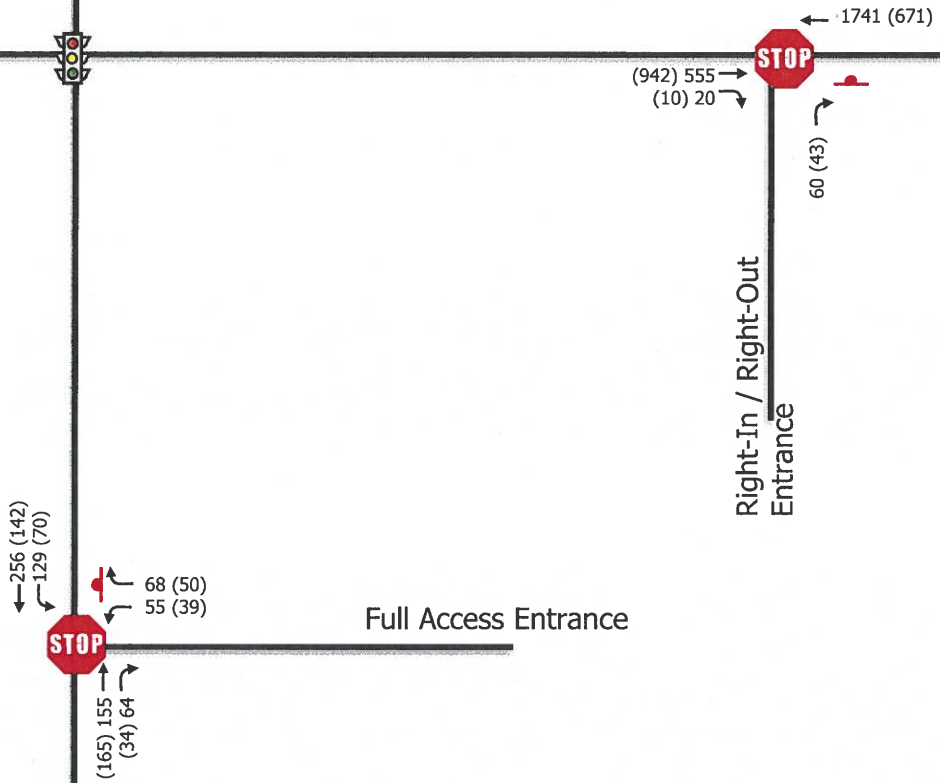
Walnut Grove Road



Full Access Entrance







Right-In / Right-Out  
Entrance



NOT TO SCALE

**LEGEND:**

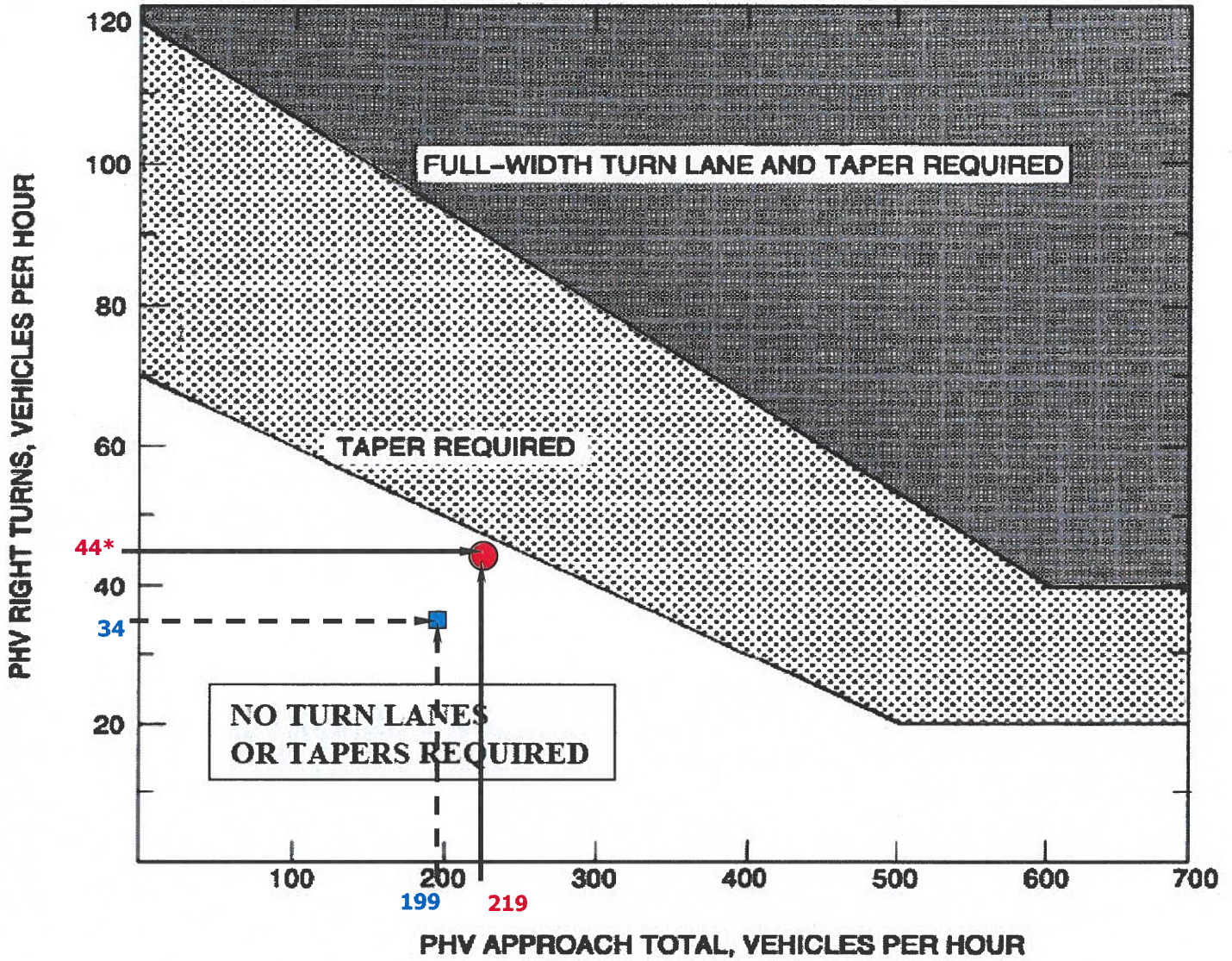
-  Existing Road
-  Stop Controlled Intersection
-  Stop Sign Location
-  Lane Configuration
- 00 AM Peak Hour Volumes
- (00) PM Peak Hour Volumes



# Total Volumes Battlefield Park Elementary Hanover County, Virginia

Figure  
7

GUIDELINES FOR RIGHT TURN TREATMENT (2-LANE HIGHWAY)  
 FIGURE 3-26 VDOT ROAD DESIGN MANUAL APPENDIX F



NO RIGHT TURN LANE OR TAPER REQUIRED

**LEGEND**

- AM Peak Hour
- - - PM Peak Hour
- 30\* Adjusted Right Turns

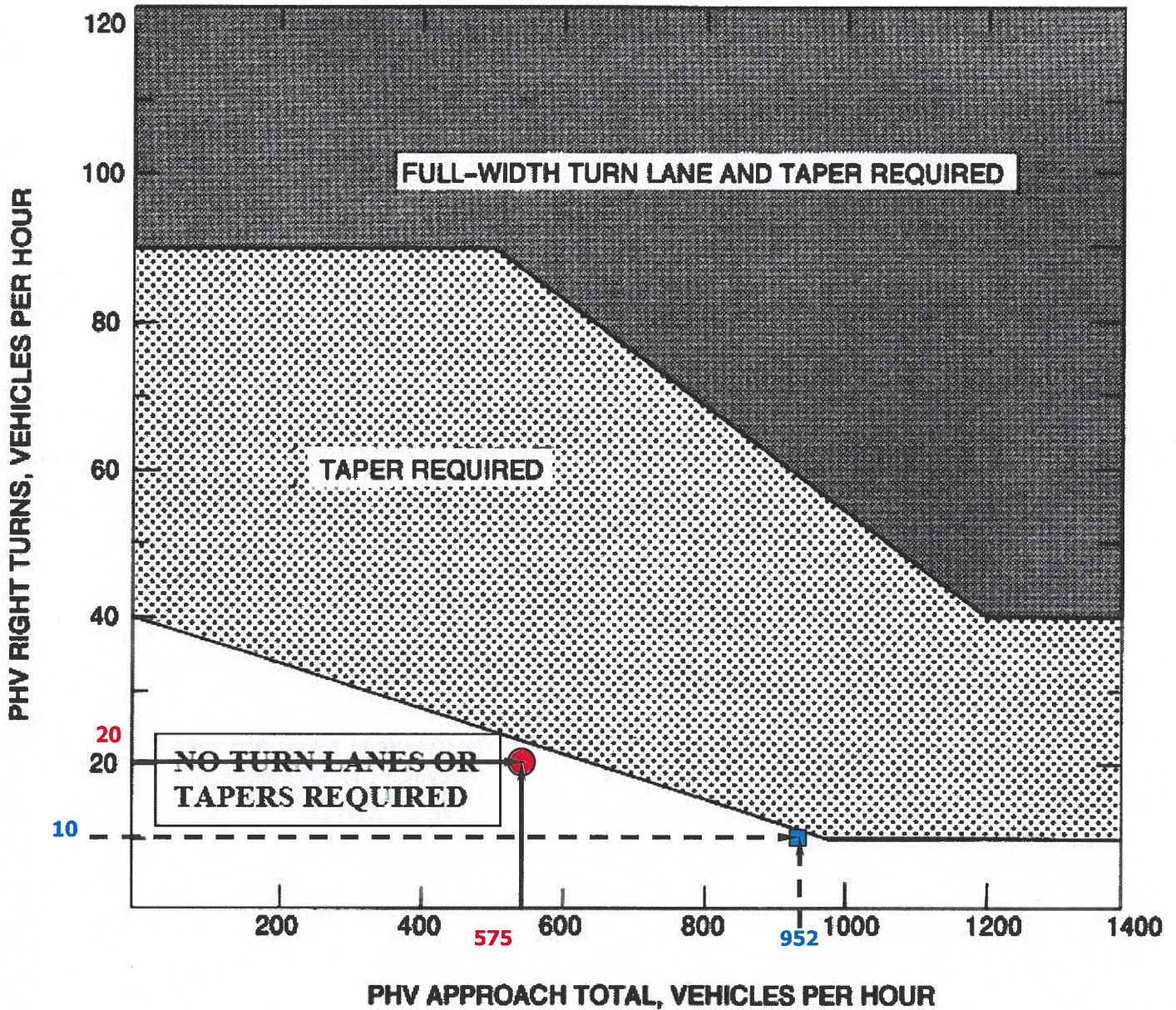
Adjustment for Right Turns:  
 For posted speeds ≤ 45 mph, PHV right turns > 40, and PHV total < 300.  
 Adjusted right turns = PHV right turns - 20.



Right-Turn Lane Guideline  
 Northbound Right Turn Lane on Walnut Grove Road  
 Battlefield Park Elementary  
 Hanover County, Virginia

Figure  
 8

GUIDELINES FOR RIGHT TURN TREATMENT (4-LANE HIGHWAY)  
 FIGURE 3-27 VDOT ROAD DESIGN MANUAL APPENDIX F



NO RIGHT TURN LANE OR TAPER REQUIRED

**LEGEND**

- AM Peak Hour
- - - PM Peak Hour



Right-Turn Lane Guideline  
 Eastbound Right Turn Lane on US Route 360  
 Battlefield Park Elementary  
 Hanover County, Virginia

Figure  
 9

**APPENDIX A**

2023 Traffic Counts

US Route 360 Counts

LinkID	Lane	Direction	StartDate	Interval	AxleCount	VehicleCo	VolumeQuality
'040455'		2	3/22/2023 0:00	60	0	51	5
'040455'		4	3/22/2023 0:00	60	0	26	5
'040455'		2	3/22/2023 1:00	60	0	31	5
'040455'		4	3/22/2023 1:00	60	0	12	5
'040455'		2	3/22/2023 2:00	60	0	28	5
'040455'		4	3/22/2023 2:00	60	0	29	5
'040455'		2	3/22/2023 3:00	60	0	33	5
'040455'		4	3/22/2023 3:00	60	0	53	5
'040455'		2	3/22/2023 4:00	60	0	49	5
'040455'		4	3/22/2023 4:00	60	0	139	5
'040455'		2	3/22/2023 5:00	60	0	101	5
'040455'		4	3/22/2023 5:00	60	0	525	5
'040455'		2	3/22/2023 6:00	60	0	326	5
'040455'		4	3/22/2023 6:00	60	0	1159	5
'040455'		2	3/22/2023 7:00	60	0	492	5
'040455'		4	3/22/2023 7:00	60	0	1667	5
'040455'		2	3/22/2023 8:00	60	0	545	5
'040455'		4	3/22/2023 8:00	60	0	1214	5
'040455'		2	3/22/2023 9:00	60	0	495	5
'040455'		4	3/22/2023 9:00	60	0	826	5
'040455'		2	3/22/2023 10:00	60	0	513	5
'040455'		4	3/22/2023 10:00	60	0	744	5
'040455'		2	3/22/2023 11:00	60	0	560	5
'040455'		4	3/22/2023 11:00	60	0	687	5
'040455'		2	3/22/2023 12:00	60	0	674	5
'040455'		4	3/22/2023 12:00	60	0	659	5
'040455'		2	3/22/2023 13:00	60	0	664	5
'040455'		4	3/22/2023 13:00	60	0	620	5
'040455'		2	3/22/2023 14:00	60	0	896	5
'040455'		4	3/22/2023 14:00	60	0	631	5
'040455'		2	3/22/2023 15:00	60	0	1123	5
'040455'		4	3/22/2023 15:00	60	0	605	5
'040455'		2	3/22/2023 16:00	60	0	1399	5
'040455'		4	3/22/2023 16:00	60	0	737	5
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'040455'		2	3/22/2023 23:00	60	0	132	5
'040455'		4	3/22/2023 23:00	60	0	43	5

## Walnut Grove Counts

LinkID	Lane	Direction	StartDate	Interval	AxleCount	VehicleCol	VolumeQuality	
'406627'		2	6/20/2023 0:00	60	0	18		5
'406627'		4	6/20/2023 0:00	60	0	3		5
'406627'		2	6/20/2023 1:00	60	0	7		5
'406627'		4	6/20/2023 1:00	60	0	8		5
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'406627'		4	6/20/2023 2:00	60	0	5		5
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'406627'		2	6/20/2023 6:00	60	0	92		5
'406627'		4	6/20/2023 6:00	60	0	186		5
'406627'		2	6/20/2023 7:00	60	0	155		5
'406627'		4	6/20/2023 7:00	60	0	256		5
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'406627'		4	6/20/2023 23:00	60	0	20		5

## Cheely, Claudia

---

**From:** Moore, Adam PE (VDOT) <Adam.Moore@vdot.virginia.gov>  
**Sent:** Tuesday, April 2, 2024 4:49 PM  
**To:** Cheely, Claudia  
**Cc:** Pompei, Andrew J.  
**Subject:** Re: Battlefield Park Elementary CUP - Turn Lane Warrant Analysis

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Yes, I'm fine with it right now, but the prospect of uses in the old school is important. A condition to revisit that turn lane is helpful. That will give the school a chance to operate and figure out if their circulation plan for drop-off in the morning is working well.



**Adam J. Moore, P.E.**  
*Area Land Use Engineer Ashland Residency*  
Virginia Department of Transportation  
Office: 804-585-3585  
Cell: 804-385-3746  
[adam.moore@vdot.virginia.gov](mailto:adam.moore@vdot.virginia.gov)

---

**From:** Cheely, Claudia <cdcheely@hanovercounty.gov>  
**Sent:** Monday, April 1, 2024 4:57 PM  
**To:** Moore, Adam PE (VDOT) <Adam.Moore@vdot.virginia.gov>  
**Cc:** Pompei, Andrew J. <AJPompei@hanovercounty.gov>  
**Subject:** Battlefield Park Elementary CUP - Turn Lane Warrant Analysis

Adam,

Please let us know as soon as possible whether this turn lane warrant analysis is acceptable to you.

It looks to me like both warrants are close but just under requiring the installation of the lanes. This is just for the new school. Currently, the existing school is not proposed for demolition and another use for that building may be identified once the new school opens. Would you want us to include a condition that requires them to revisit the turn lane analysis once a use for the existing school is identified?

Thanks for your help.

*Claudia Cheely*  
Senior Planner II  
Hanover County Planning Dept.  
P. O. Box 470  
Hanover, VA 23069  
(804) 365-6310

---

**From:** Rich Satmaria <Rich.Satmaria@timmons.com>

**Sent:** Monday, April 1, 2024 4:14 PM

**To:** Biernot, Gretchen W. <gwbiernot@hanovercounty.gov>; Steve Raugh <Steve.Raugh@timmons.com>

**Cc:** McHugh, Brendan R. <BRMchugh@hanovercounty.gov>; Cheely, Claudia <cdcheely@hanovercounty.gov>; Pompei, Andrew J. <AJPompei@hanovercounty.gov>; Edward Buzzelli <ebuzzelli@hcps.us>; Leigh Finch <lfinch@hcps.us>

**Subject:** RE: Beaverdam Elementary and Battlefield Park Elementary CUPs

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Hello Gretchen,

Please review the attached comment response letter, the updated drawings, and the Turn Lane Warrant Analysis.

If everything is deemed satisfactory, we will deliver 14 sets of folded drawings to the Planning Department asap.

Thank you,

**Rich Satmaria**

*Sr Project Manager*

**TIMMONS GROUP** | [www.timmons.com](http://www.timmons.com)

1001 Boulders Parkway, Suite 300 | Richmond, VA 23225

Direct: 804.200.6481 | [Rich.Satmaria@timmons.com](mailto:Rich.Satmaria@timmons.com)

*Your Vision Achieved Through Ours*

---

**From:** Biernot, Gretchen W. <[gwbiernot@hanovercounty.gov](mailto:gwbiernot@hanovercounty.gov)>

**Sent:** Wednesday, March 27, 2024 8:54 AM

**To:** Steve Raugh <[Steve.Raugh@timmons.com](mailto:Steve.Raugh@timmons.com)>

**Cc:** McHugh, Brendan R. <[BRMchugh@hanovercounty.gov](mailto:BRMchugh@hanovercounty.gov)>; Cheely, Claudia <[cdcheely@hanovercounty.gov](mailto:cdcheely@hanovercounty.gov)>; Pompei, Andrew J. <[AJPompei@hanovercounty.gov](mailto:AJPompei@hanovercounty.gov)>

**Subject:** RE: Beaverdam Elementary and Battlefield Park Elementary CUPs

Hi Steve,

Please let us know how you would like to proceed on Battlefield Park by the end of the day today. We have to send in public notices to the paper tomorrow for the April Planning Commission meeting and wanted to make sure you had enough time to complete the recommended turn lane warrant analysis by next week.

Thanks!

**Gretchen W. Biernot, AICP**

**Current Planning Manager**

Hanover County Planning Department

Direct Line: (804) 365-6369

Main Line: (804) 365-6171

---

**From:** Biernot, Gretchen W.

**Sent:** Tuesday, March 26, 2024 12:46 PM

**To:** Steve Raugh ([steve.raugh@timmons.com](mailto:steve.raugh@timmons.com)) <[steve.raugh@timmons.com](mailto:steve.raugh@timmons.com)>

**Cc:** McHugh, Brendan R. <[BRMchugh@hanovercounty.gov](mailto:BRMchugh@hanovercounty.gov)>; Cheely, Claudia <[cdcheely@hanovercounty.gov](mailto:cdcheely@hanovercounty.gov)>; Pompei,

Andrew J. <[AJPompei@hanovercounty.gov](mailto:AJPompei@hanovercounty.gov)>

**Subject:** RE: Beaverdam Elementary and Battlefield Park Elementary CUPs

Steve –

So it seems that Beaverdam is good to go.

For Battlefield Park, we would request that a right turn lane warrant analysis be prepared for both Walnut Grove and 360 entrances. If anything is warranted, we would ask that it be shown on the plan. If you think this can be done by next Thursday, April 4<sup>th</sup>, we can keep the CUP on the agenda for the April PC.

Please let me know if you have any questions.

## **Gretchen W. Biernot, AICP**

### **Current Planning Manager**

Hanover County Planning Department

Direct Line: (804) 365-6369

Main Line: (804) 365-6171

---

**From:** Moore, Adam PE (VDOT) <[Adam.Moore@vdot.virginia.gov](mailto:Adam.Moore@vdot.virginia.gov)>

**Sent:** Tuesday, March 26, 2024 12:23 PM

**To:** Biernot, Gretchen W. <[gwbiernot@hanovercounty.gov](mailto:gwbiernot@hanovercounty.gov)>

**Cc:** McHugh, Brendan R. <[BRMchugh@hanovercounty.gov](mailto:BRMchugh@hanovercounty.gov)>; Cheely, Claudia <[cdcheely@hanovercounty.gov](mailto:cdcheely@hanovercounty.gov)>; Steve Raugh ([steve.raugh@timmons.com](mailto:steve.raugh@timmons.com)) <[steve.raugh@timmons.com](mailto:steve.raugh@timmons.com)>

**Subject:** Beaverdam Elementary and Battlefield Park Elementary CUPs

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon all,

Gretchen and I spoke briefly about the two Elementary School CUPs.

Beaverdam - I missed that there wasn't a shift to the existing entrances. If indeed there is not additional enrollment/growth expected for Beaverdam Elementary, then the entrances can remain in the existing locations.

Battlefield Park - the entrances shown meet spacing standards. Turn lanes would typically be evaluated at a site plan stage, but certainly can be evaluated now. It was unclear if there would be additional traffic than existing at this location. Certainly a right turn lane on Route 360 would be at least recommended given the nature of the roadway, and possibly required.

Please let me know if there are any other questions.



**Adam J. Moore, P.E.**

*Area Land Use Engineer Ashland Residency*

Virginia Department of Transportation

Office: 804-585-3585

Cell: 804-385-3746

**[adam.moore@vdot.virginia.gov](mailto:adam.moore@vdot.virginia.gov)**

## Historical Commission Recommendation



## Hanover County Historical Commission

Post Office Box 470, Hanover, Virginia 23069

### MEMORANDUM

**TO:** Gretchen Biernot, Current Planning Manager

**FROM:** Claudia Cheely, Senior Planner II *CDC*

**SUBJECT:** Historical Commission Recommendation  
CUP2024-00005, Hanover County Public Schools – Battlefield Park E.S.

**DATE:** March 6, 2024

At the Historical Commission meeting on March 5, 2024, the Commission reviewed the referenced request for amendment to its Conditional Use Permit to allow construction of a new school building; currently, the existing plan is for the existing school to remain, but its future use has not been determined. The subject parcel includes 29.42 acres and is located on the southeast quadrant of the intersection of Mechanicsville Turnpike and Walnut Grove Road.

The Commission reviewed this request because:

- The subject property includes:
  - Civil War sites
    - Union Attacks in Bethesda Church Area
    - Battle of Bethesda Church
    - Confederate Advance to Gaines Mill
  - Archeological sites
    - 44HN354, remnants of Mechanicsville Tnpk. b/t 1800-1900
    - 44HN345, 19th/20th century domestic site
  - Battlefield Park School, VDHR #042-0161 but not eligible for the National Register of Historic Places (NRHP)
- It is adjacent to
  - First Shiloh Baptist Church & cemetery and lodge structure, VDHR #042-0716 (not evaluated for NRHP but ca. 1910 and a cemetery)
- Nearby:
  - Other surveyed sites in the area deemed not eligible for NRHP
  - Vervilla, 042-0162 (not evaluated NRHP but ca. 1840)

This is a Conditional Use Permit Amendment request to construct a new school building at Battlefield Park Elementary School. The proposal includes two phases:

- Phase 1: The new school building will be constructed.
- Phase 2: The sketch plan shows the existing school to remain, but its future status is not yet determined. Parking and vehicular circulation areas will be altered throughout the project.

The school property is in the area of three delineated Civil War battlefields. The proposed changes to the site are in areas that were previously cleared, and there were no apparent battlefield features in those areas and staff did not hear from NPS that they had concerns; however, it was reported by a member of the Commission that the remnants of Mechanicsville Turnpike site was of importance to NPS and that the battles that took place at this location took place over many days so there was a possibility of relics in the earth.

The Commission determined that the request would not further impact the historic resources in the area of Battlefield Park Elementary School. However, it requested that should the existing school be proposed for demolition in the future that the Commission have an opportunity to provide input prior to a final decision on demolition. It also requested that prior to the commencement of construction of the new school, the remnants of the Mechanicsville Turnpike archeological site be marked for protection during construction, and a member of the Commission experienced in finding historic relics from the earth be allowed to walk the property and search for relics prior to commencement of construction of the new school. Relics would then be documented and donated to the County museum or the Hanover County Historical Society.

/cdc

## Community Meeting Notes



## HANOVER COUNTY PUBLIC SCHOOLS

200 Berkley Street  
Ashland, Virginia 23005-1329  
Phone: (804) 365-4500  
Fax: (804) 365-4680

TTY: (804) 798-7571

[www.hcps.us](http://www.hcps.us)  
[hanover@hcps.us](mailto:hanover@hcps.us)

*Michael B. Gill, Ed. D.*  
*Superintendent of Schools*

February 13, 2024

Dear Battlefield Park Elementary School Neighbor,

The Hanover County School Board has submitted a Conditional Use Permit (CUP) application to the Hanover County Planning Department to request review and approval of the site plan for the construction of a replacement elementary school at the Battlefield Park Elementary School site.

In order to keep our Battlefield Park Elementary School neighbors informed of the CUP application process, Hanover County Public Schools will host an in-person meeting on March 7, 2024, at 6:00 p.m. in the Battlefield Park Elementary School cafeteria located at 5501 Mechanicsville Turnpike, Mechanicsville, VA 23111. This meeting will include a presentation on the proposed site plan and an opportunity to ask questions.

Please contact Ms. Christina Berta or Mr. Ed Buzzelli at (804) 365-4526 with any questions and/or comments you may have throughout this process. You may also contact Claudia Cheely, a Planner with Hanover County, at (804) 365-6374.

Thank you for your time, and we hope to see you on March 7.

Sincerely,

Christina Berta  
Hanover County Public Schools  
Assistant Superintendent of Business and Operations  
[cberta@hcps.us](mailto:cberta@hcps.us)

## Community Meeting Notes

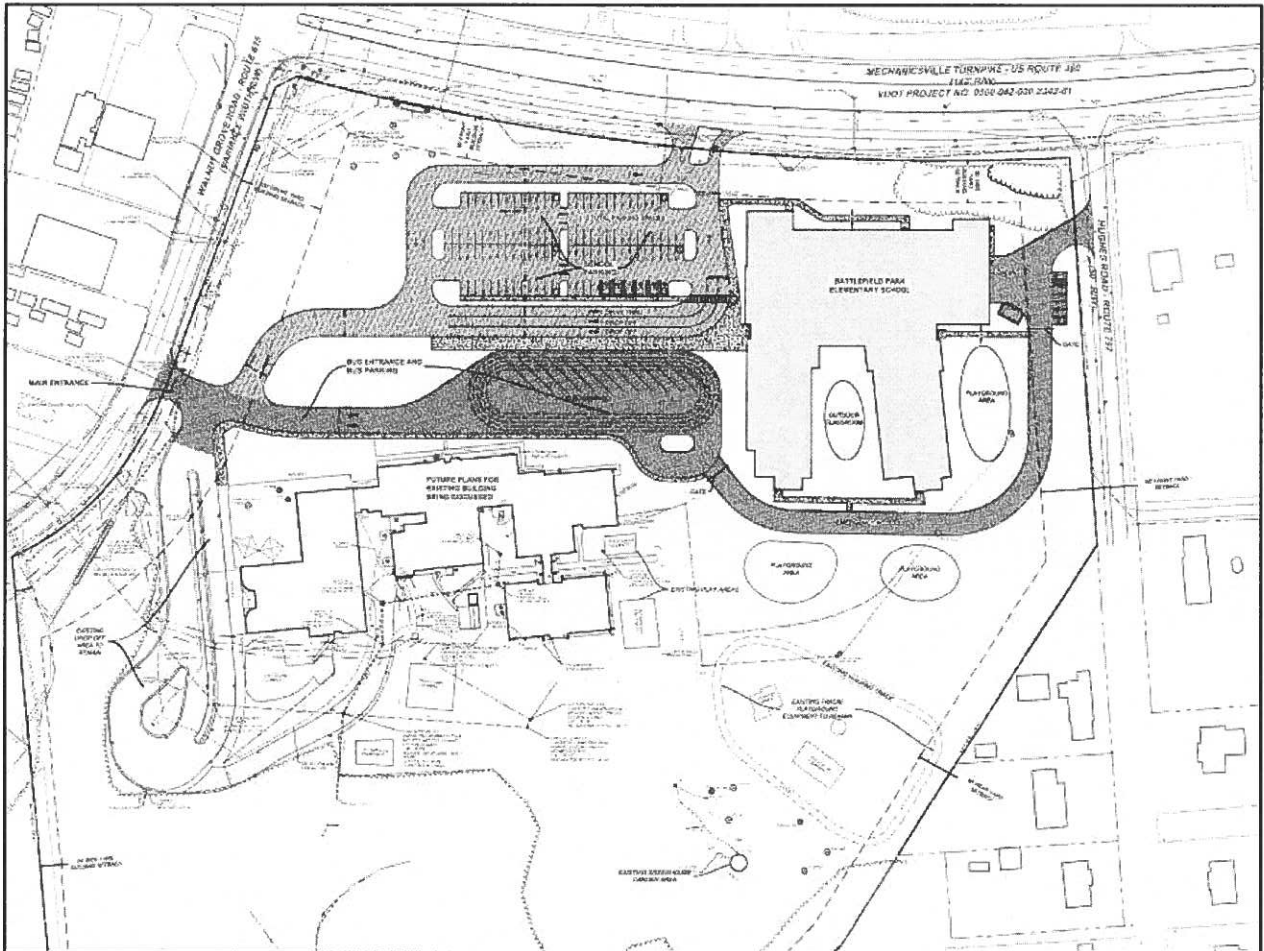
### CUP2024-00005, Hanover County Public Schools (Battlefield Park Elementary School)

A community meeting for CUP2024-00005, Hanover County Public Schools (Battlefield Park Elementary School) was held on March 7, 2024 at 6:00 pm at Battlefield Park Elementary School. The applicant is requesting to amend the conditional use permit to allow the construction of a new school building. There were approximately 23 people in attendance. The following Hanover County representatives were also in attendance:

**Board of Supervisors:** Michael Herzberg, Cold Harbor District

**Planning Commission:** Fred McGhee, Cold Harbor District

**Planning Staff:** Gretchen Biernot and Claudia Cheely



Josh Bower, architect for the project, presented the planning process for this school and the following topics:

- Construction traffic and workers would be accessing the site and work away from the area around the existing school
- Deliveries and trash pick-up would use Hughes Road

- The back field would be set up for PE breaks and playgrounds (separate ones set up for different age groups)
- 110 parking spaces + event overflow parking in the bus loop area
- First floor gymnasium/event area large enough to hold 600 people
- Cafeteria on first floor with adjacent bathrooms
- Building designed to accommodate any disability
- Internal arrangement of space planned according to age groups
- Design elements from existing school are being mimicked in the design of the new building

#### Questions:

- Why was there a decision to build a new school?
  - Looked at renovating existing building but at the point when the school gets as old as this one (first section built in the 1930s), repairs and keeping the building updated for current needs becomes difficult, and the scale of costs begins to point towards new construction as the better option
- Why are 5<sup>th</sup> graders downstairs and 1<sup>st</sup> and 2<sup>nd</sup> upstairs? One person expressed concerns about lower grades having to climb stairs to second floor classroom
  - Classroom wing closest to the main entrance will be for Pre-K and lower grades
  - Second wing for upper grades and specialty rooms they will be using
- There is a lot of history in the existing school; what is going to happen to the existing school?
  - Nothing will be lost in the existing school that people care about like the tiles with faces in the cafeteria; future meetings will have renderings of the interior of the building; new school will keep the flavor and history of the existing school
- Why is the art room upstairs?
  - Art room should be on the top floor for great views for inspiration and daylight for working in this space
- There was concern about deliveries from Hughes Road. There is no commercial traffic currently, and the road is narrow, not maintained; people pick up kids from Hughes Road waiting for the school bus, which is blocking traffic
  - Hughes Road access will not have constant traffic, maybe 1 vehicle per day; views to the delivery area will be heavily screened from adjacent properties; will consider not allowing trucks on Hughes Road
- Construction traffic on Hughes Road
  - Still looking at the best way to address traffic
- U.S. Route 360 - Traffic going from 6 to 4 lanes beginning at Walnut Grove
  - There will be a right-in/right-out at central entrance; so traffic driving to the school will turn at the light for the Walnut Grove entrance or at this central U.S. Route 360 entrance
- Is a fence proposed along Hughes Road?
  - Not placing a fence along Hughes Road
- Will more traffic be generated by this site?

- Current school has 400 student capacity; new school will have 500 student capacity
- Why was the corner at U.S. Route 360/Hughes Road chosen for the new school building?
  - Closer to street and the area with the least impacts on the existing school site
- Land does not drain well
  - Engineered construction documents must be submitted to County that address stormwater management
- Building and organization of the learning areas; concern about students who have impaired mobility so need to use the elevator while other students use the stairs; concern with students going up and down the stairs
  - Entire building will be accessibility friendly
- Current building decisions/ timeline
  - No timeline yet; will be a joint decision by School Board and Board of Supervisors; not planned to have two buildings for school use and do not want to rush into decision on a school with historic significance; no use of the old school is proposed yet
- Life of existing school? Cost of new building?
  - New schools – 60 years in today’s construction standards
  - Existing schools can be maintained to extend the life
  - \$40M for new school; no cost overruns at new Ashland school
  - 5 elevations of the building are being considered – will be finalized before the PC meeting
- Field or Blacktop space?
  - Hard surface playground space and plenty of green lawn space will be provided.

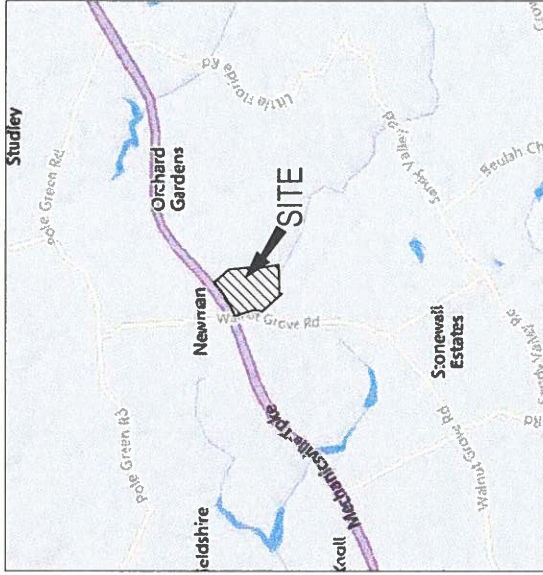
This case is tentatively scheduled for the May Planning Commission meeting.

## Sketch Plan/Elevations

**BATTLEFIELD PARK ELEMENTARY SCHOOL  
CONDITIONAL USE PERMIT SET  
AT  
COLD HARBOR DISTRICT  
5501 MECHANICSVILLE TPKE, MECHANICSVILLE  
HANOVER COUNTY - VIRGINIA 23111**

**GENERAL SITE INFORMATION**

GPIN #S: 8735-13-0656  
 CUP: 3-82, 1987 AMEND.  
 DISTRICT: COLD HARBOR DISTRICT  
 ZONING: A-1  
 STREET ADDRESS: 5501 MECHANICSVILLE TURNPIKE  
 EXISTING USE: ELEMENTARY SCHOOL  
 ACREAGE: 29.421 ac.  
 PARKING:  
 REQUIRED - 4 SPACES/CLASSROOM x 25 CLASSROOMS = 100 SPACES  
 PROVIDED - 4103 SPACES  
 6 ADA SPACES



**VICINITY MAP  
SCALE 1" = 2000'**

**CONDITIONAL USE PERMIT DRAWINGS**

- 0 - COVER
- 1 - PROPERTY PLAT EXHIBIT
- 2 - ADJACENT PROPERTY EXHIBIT
- 3 - SKETCH PLAN - PHASE 1
- 4 - SKETCH PLAN - PHASE 2
- 5 - ARCHITECTURAL ELEVATIONS

**ENGINEER**  
 TIMMONS GROUP  
 STEVE RAUGH  
 1001 BOLLWOOD, SUITE 300  
 RICHMOND, VIRGINIA 23225  
 PHONE: (804) 200-6467  
 E-MAIL: STEVE.RAUGH@TIMMONS.COM

**ARCHITECTS**  
 CRABTREE NOTRBAUGH & ASSOCIATES  
 JOSH BOWEN  
 250 WEST MAIN STREET, SUITE 200  
 CHARLOTTESVILLE, VA 22902  
 PHONE: (434) 875-7282  
 E-MAIL: J.BOWEN@CRA-ARCHITECTS.COM

**CLIENT**  
 HANOVER COUNTY SCHOOL BOARD  
 CHRISTINA P. BERTY  
 ASSISTANT SUPERINTENDENT OF BUS AND OPERATIONS  
 200 BERKLEY STREET  
 ASHLAND, VA 23005  
 PHONE: (804) 362-4826  
 E-MAIL: CBERTY@HCPBUS

BATTLEFIELD PARK  
 ELEMENTARY SCHOOL  
 COVER SHEET

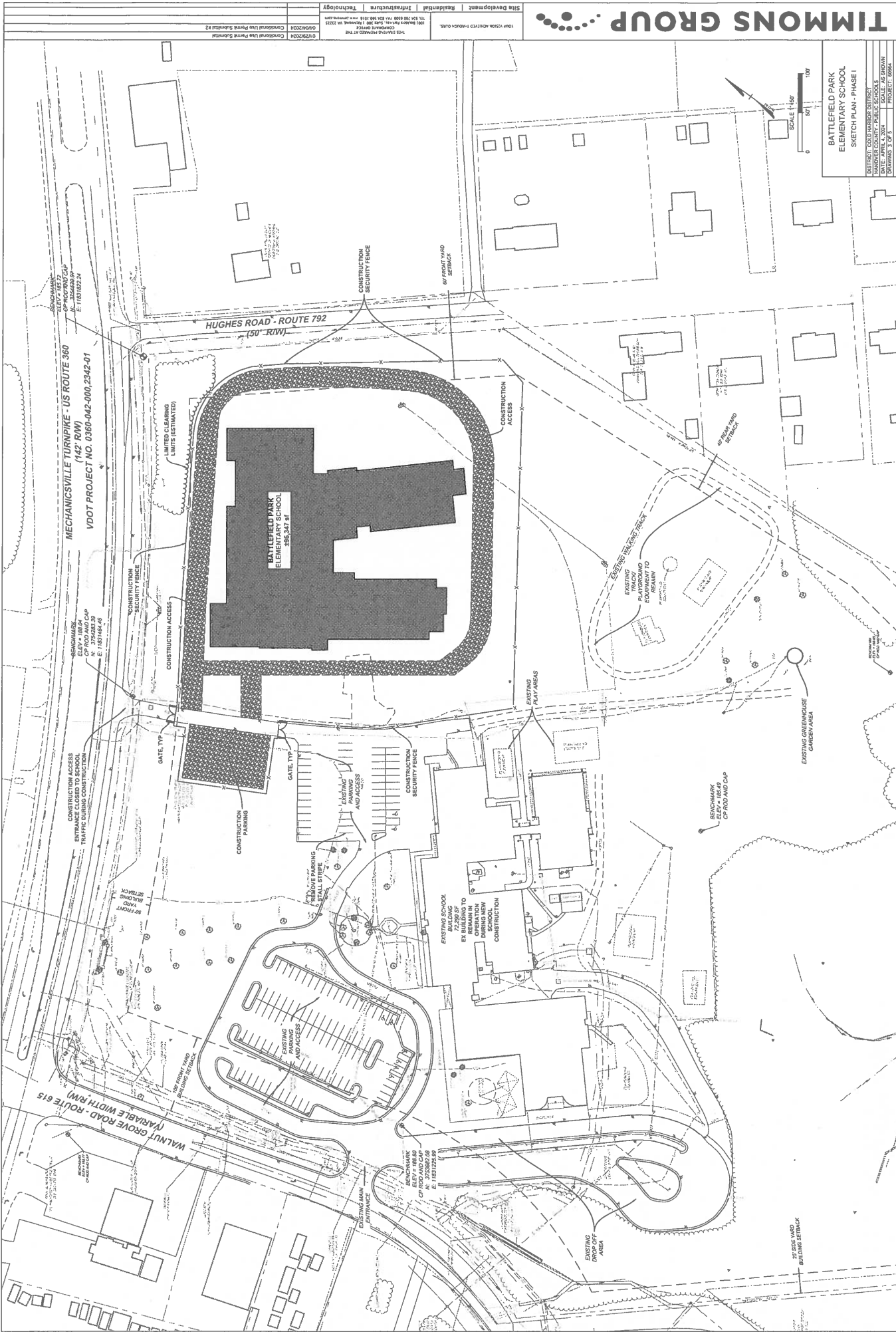
DISTRICT: COLD HARBOR DISTRICT
DATE: APRIL 4, 2024
PROJECT: 6064
DRAWING: 0 OF 8





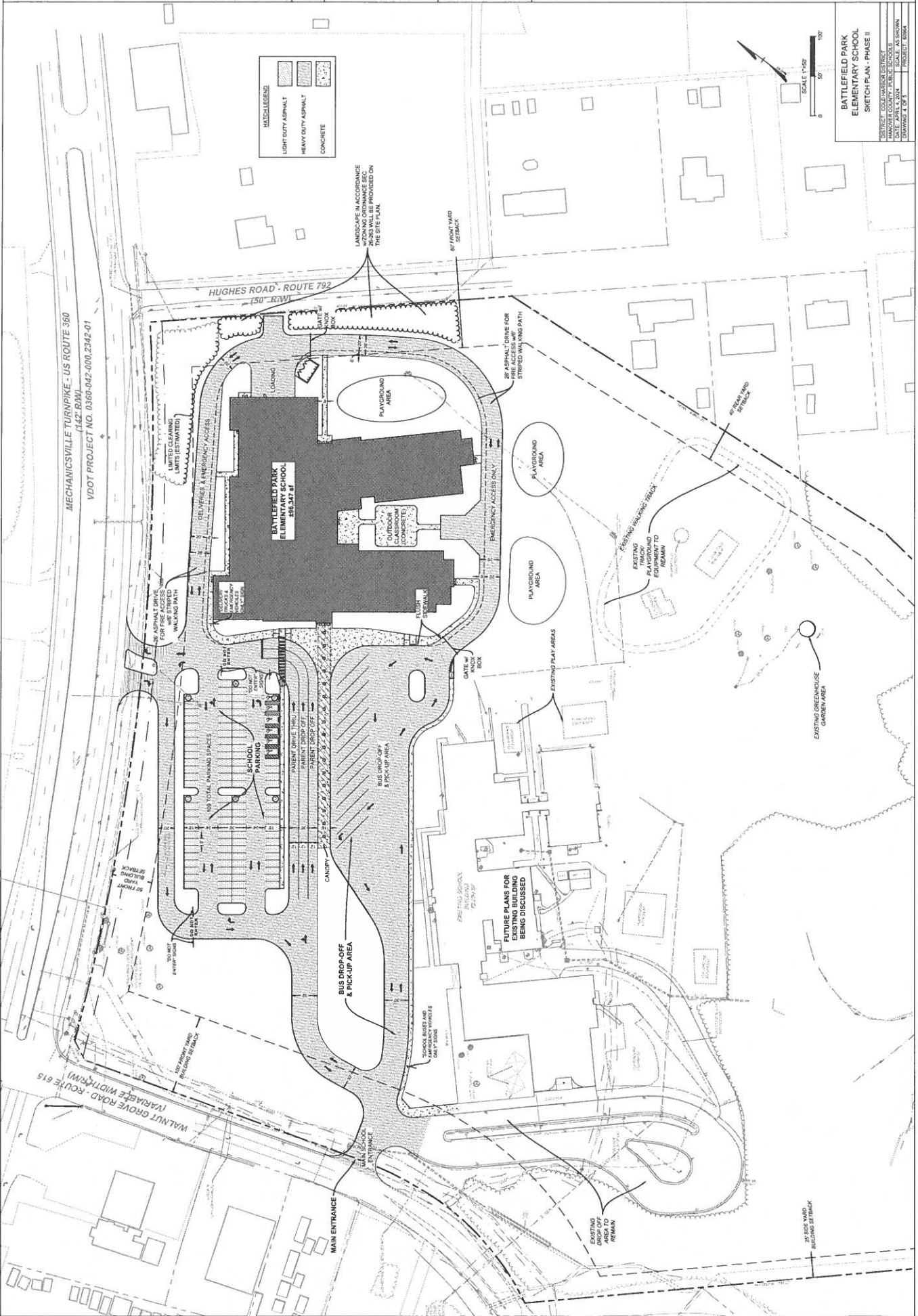
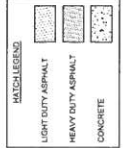
**BATTLEFIELD PARK  
 ELEMENTARY SCHOOL  
 SKETCH PLAN - PHASE I**

DATE: APRIL 4, 2024  
 SCALE: AS SHOWN  
 DRAWING: 2 OF 5  
 PROJECT: 0004



**BATTLEFIELD PARK  
 ELEMENTARY SCHOOL  
 SKETCH PLAN - PHASE II**

PROJECT: BATTLEFIELD PARK  
 DATE: APRIL 4, 2024  
 DRAWING: E OF 5

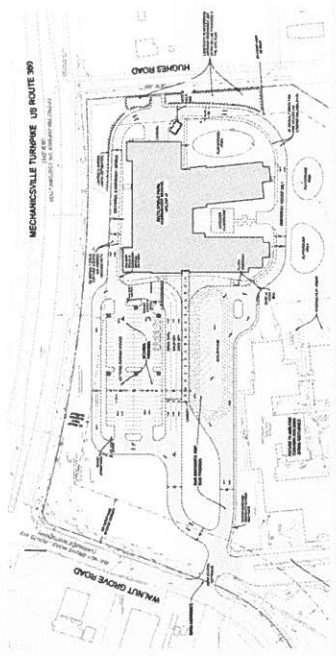
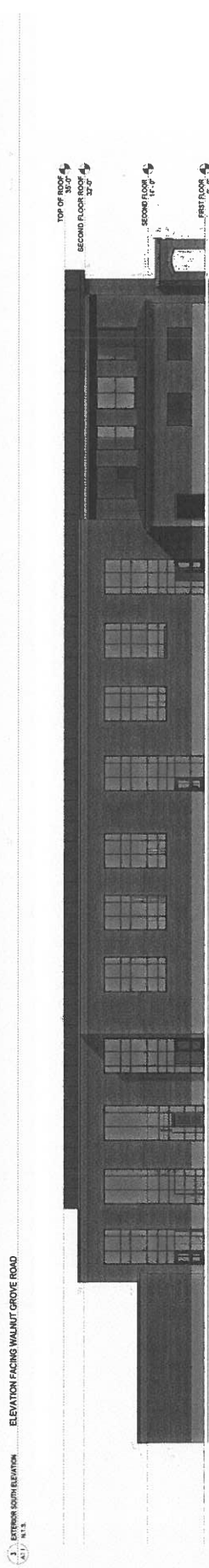
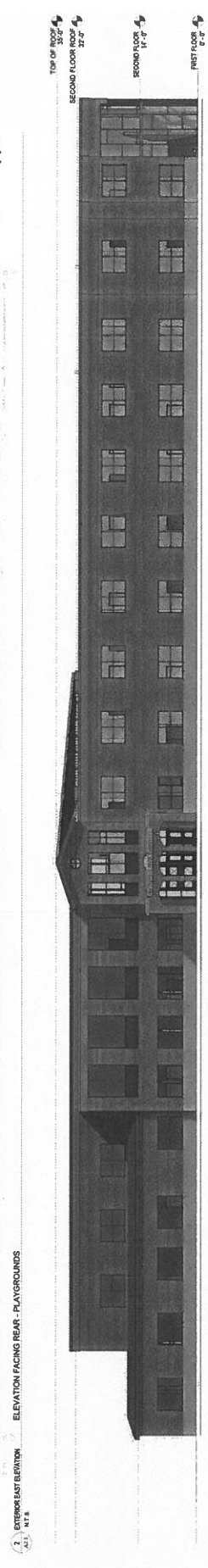
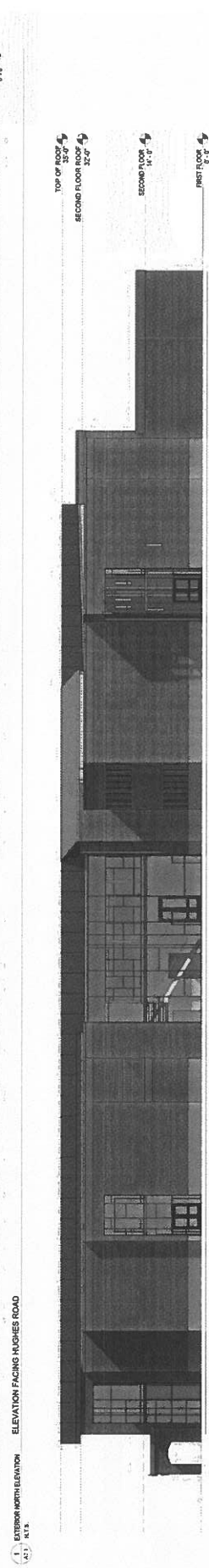
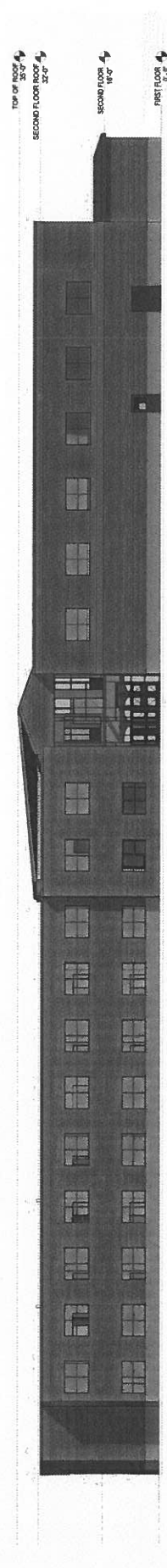


**BATTLEFIELD PARK  
ELEMENTARY SCHOOL  
ARCHITECTURAL ELEVATIONS**

PROJECT: 0084  
DRAWING NO: 24-0001  
DATE: APRIL 4, 2024  
SCALE: AS SHOWN  
DRAWING NO: 24-0001  
PROJECT: 0084

**EXTERIOR ELEVATION LEGEND**

TNO	ELEVATION NOTE
1	BRICK VENEER WALLS
2	ALUMINUM STOREFRONT SYSTEM
3	METAL PANELS
4	METAL CLADDING
5	METAL DOWNPOUT
6	PRECAST CONCRETE WALL
7	CMU - ANGULUS BLOCK - 10" HIGH
8	PRECAST CONCRETE WALL SYSTEM
9	FLOOR MOUNTED HANDRAIL
10	4" FLOOR AND FRAME



\*PROJECT DESIGN IS DEVELOPED AT APPROXIMATELY 50%  
\*EXTERIOR VENEER MATERIALS, COLOR AND PENETRATIONS ARE SUBJECT TO MODIFICATIONS AS THE DESIGN DEVELOPS