

HANOVER COUNTY PLANNING DEPARTMENT
REQUEST FOR SPECIAL EXCEPTION REVIEW
SE2024-00007, HANOVER COUNTY SCHOOL BOARD
Due Date: 04/19/2024

REQUESTED REVIEWERS:

- Public Works
- Public Utilities
- GIS Department
- Fire Marshal
- VDOT
- Sheriff's Office
- Health Department
- Building Inspections
- Commissioner of Revenue
- Current Planning
- Development Review
- Code Compliance
- Assessor

FROM: Brendan Mchugh

Attached please find copies of the plans for the above-referenced project. Application materials may be found attached to the TRAKiT project. Please post all comments to the TRAKiT project number. If you do not have access to TRAKiT, please complete and return this form to the Planning Department by the due date. You may attach additional sheets, if necessary.

A meeting has been scheduled for Wednesday, April 17, 2024, at 9:00 am. The meeting will be located in the Planning Conference Room, located on the 2nd floor of the Administration Building.

AGENCY RESPONSE:

Recommend approval; No Further Review Necessary

Revisions Required/ Comments Attached

No Comment at this time; please route additional resubmittals

No Comment at this time; do not route resubmittals

DATE: _____ REVIEWED BY: _____

Attachments:

DPW:



















DPU:

VDOT:

Hanover County, Virginia

Land Use Map

Legend

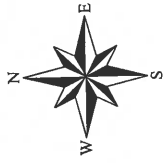
-  Rural/Agricultural
-  Town of Ashland
-  Business Flexible
-  Parks and Conserved Lands
-  Destination Commerce
-  Employment Center
-  Multi-Family Residential
-  Highway Commercial
-  Industrial
-  Limited Industrial
-  Suburban Neighborhood Residential
-  Suburban High Residential
-  Suburban Center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

SE2024-00007

HCSB - Cool Springs
modular classroom

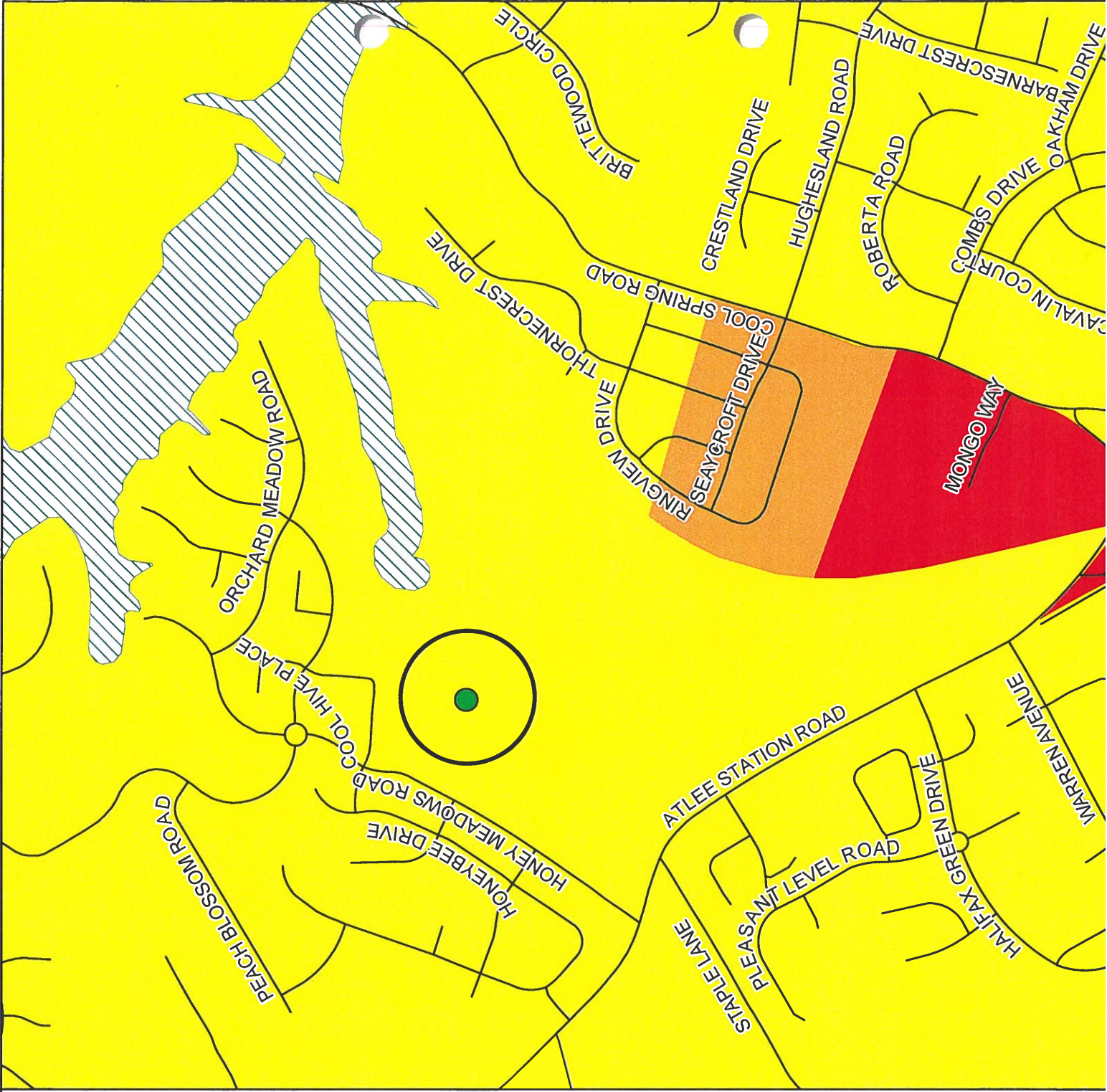
Suburban Neighborhood
Residential Land Use

GPIN: 7796-88-8708
Ashland Magisterial District



1 inch = 800 feet

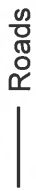
March 22, 2024



**Hanover County,
Virginia**

General Parcel Map

Legend



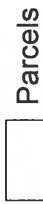
Roads



Water



Structures



Parcels



Trees

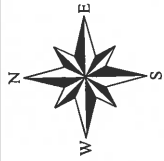
SE2024-00007

HCSB - Cool Springs

modular classroom

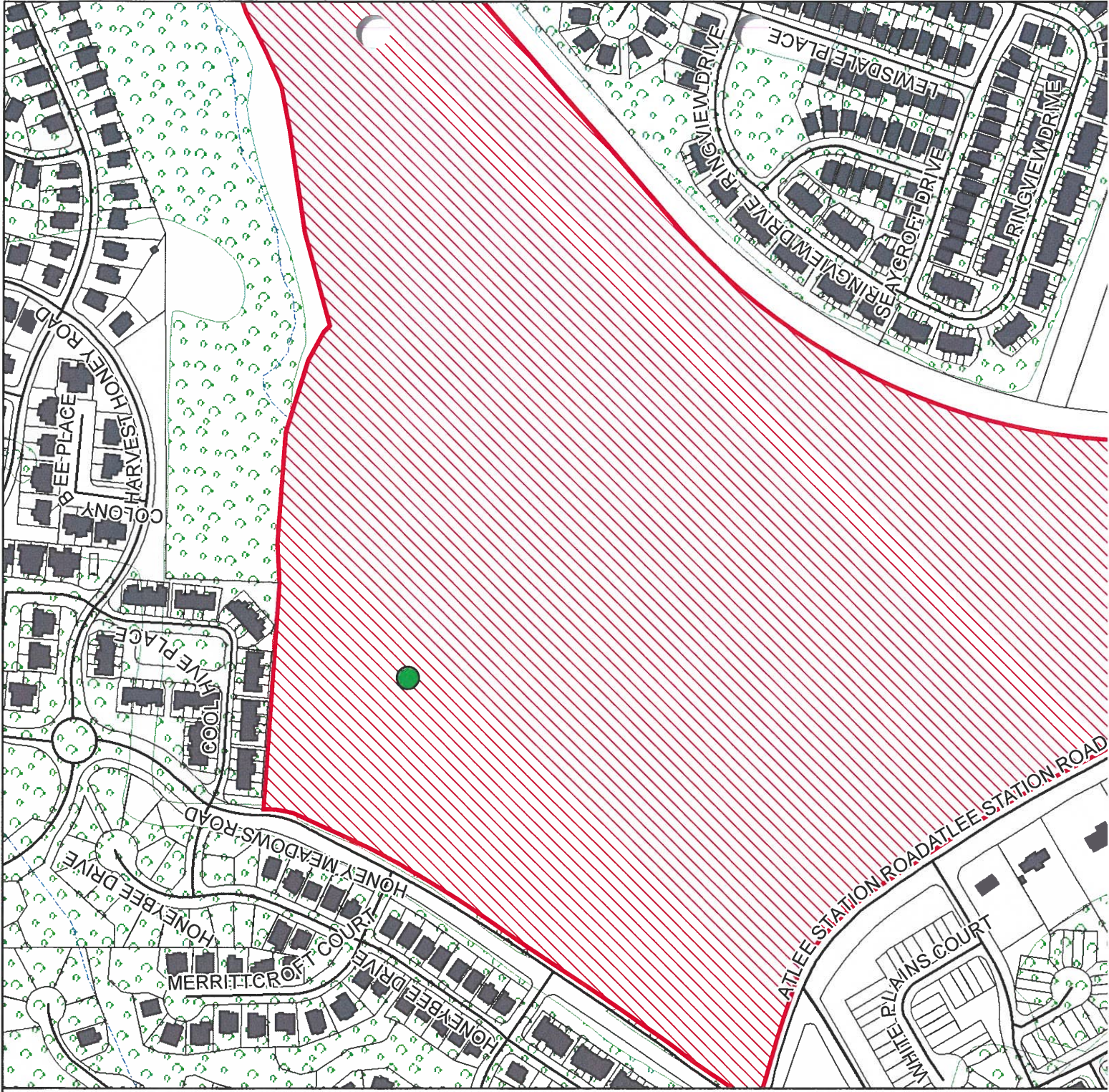
Zoned A-1

GPIN: 7796-88-8708
Ashland Magisterial District



1 inch = 400 feet

March 22, 2024



Hanover County, Virginia

Zoning Map

Legend

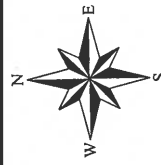
	Roads		R-1
	Water		R-2
	Parcels		R-3
	CUP		R-4
	A-1		R-5
	PUD		R-6
	RRC		RM
	RR-1		MX
	RO-1		B-1
	PSC		B-2
	POB		B-3
	PMH		B-4
	HE		O-S
	AR-1		B-O
	AR-2		M-1
	AR-6		M-2
	RC		M-3
	RS		

SE2024-00007

HCSB - Cool Springs
modular classroom

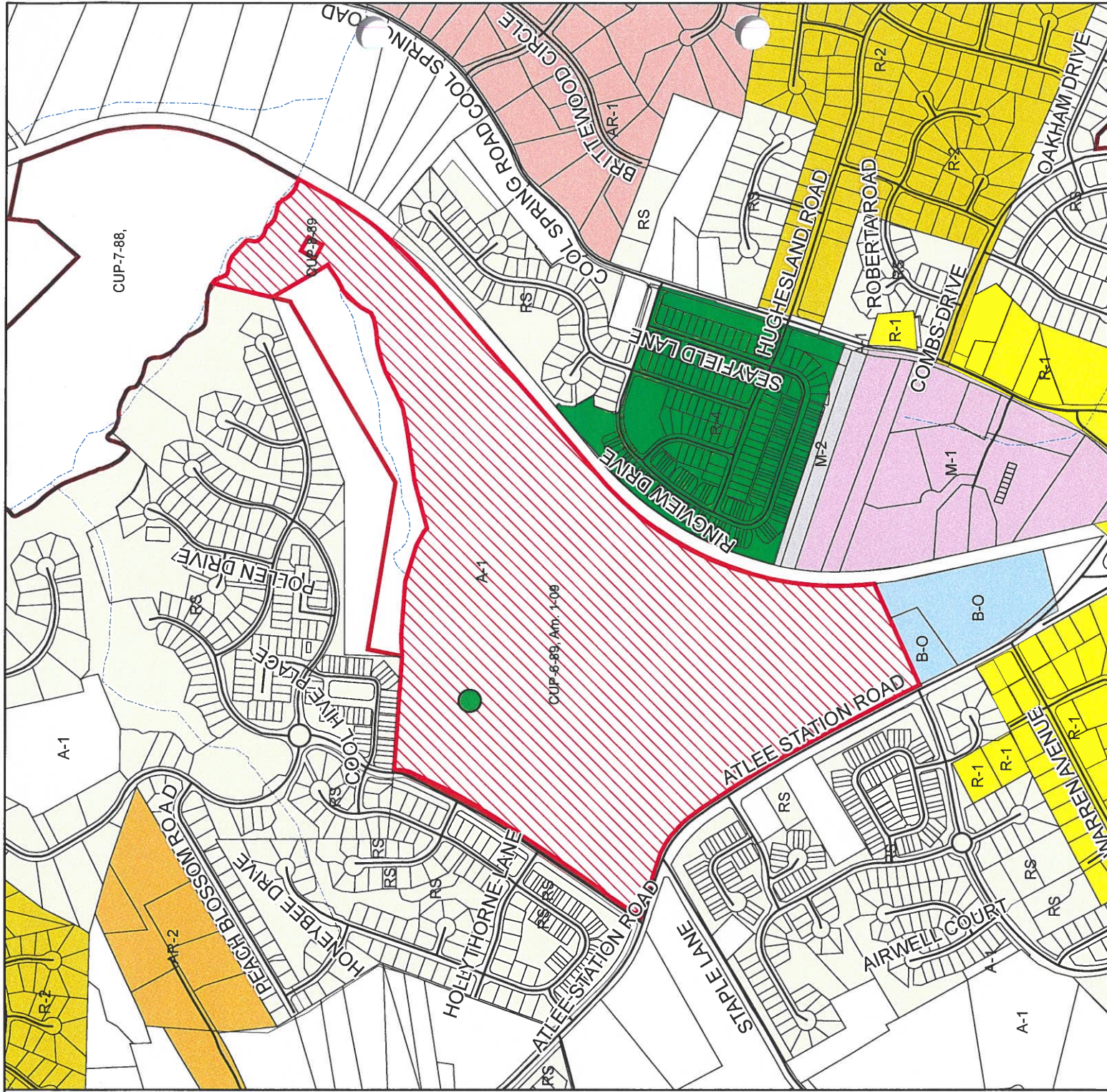
Zoned A-1

GPIN: 7796-88-8708
Ashland Magisterial District



1 inch = 800 feet

March 22, 2024



SE2024-00007



Hanover County Planning Department Application

Request for a Special Exception

Case #: SE2024-00007

Please type or print in black ink.

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

PARCEL INFORMATION	For multiple parcels, please also complete Page 4 <input type="checkbox"/>
GPIN(s)(Tax Parcel #'s) <u>7796-88-8708</u>	Area (acres/square feet) <u>136.007 acres</u>
Deed Book <u>2883</u> Page <u>1728</u>	Current Zoning <u>A-1</u>
Magisterial District <u>Ashland</u>	Requested Use/Exception <u>Modular Classroom Buildings</u>
Location Description (Street Address, if applicable) <input type="checkbox"/>	_____
<u>9964 Honey Meadows Road Drive, Mechanicsville, VA 2311</u>	_____

SIGNATURE OF OWNER <input checked="" type="checkbox"/> POWER OF ATTORNEY <input type="checkbox"/> CONTRACT PURCHASER <input type="checkbox"/> <i>(attach contract)</i>
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>03/15/2024</u>
Print Name <u>Christina P. Berta</u>
Signature _____ Date _____
Print Name _____

QUESTIONS/ LETTERS/ REPORTS SHOULD BE FORWARDED TO THE FOLLOWING**:	
Name <u>Steve Raugh</u>	Telephone No. <u>804-200-6467</u>
Address: <u>1001 Boulders Parkway, 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.	

RECEIVED

MAR 29 2024

HANOVER COUNTY PLANNING DEPARTMENT

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 and Board of Supervisors notification form** (Page 7) - please list all adjacent property owners including those across roadways, watercourses, and/or railroads as well as the member of the Board of Supervisors for the magisterial district in which the property is located. Adjacent property owners and Board members 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 and the location of existing structures on the property. If the full-size plat is larger than 8 ½" x 11", the plat must be folded no larger than 9" x 12", 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. **Historic Impact Information** (Page 10) (This information is available on the County website or may be obtained from the Planning Department.)
- f. **Responses to questions** on Page 11
- g. **Community Meeting Guide** (Check the box if you have read and understand Pages 13 & 14. 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.)
- h. A **sketch** of your proposal, showing the following:
 - 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 scale of the plan shall not exceed 1" = 200'.
 - 3) The boundaries of the property involved; county or town boundaries; property lines; existing streets, buildings, and waterways; areas affected by Chesapeake Bay preservation requirements; and major tree masses.
 - 4) The general location and character of construction of proposed parking lots, driveways, curb cuts, entrances, and exits.
 - 5) The locations of all proposed buildings and structures.
 - 6) The general locations, heights, and materials of all fences, walls, screen plantings, berms, and landscaping.

If the full-size sketch is larger than 8 ½" x 11", please provide **ten (10) copies of the sketch and elevations**, folded no larger than 9" x 12", and **one (1) a reduction of the sketch**, which is 8 ½" x 11". Sheets must be no larger than 24" x 36".
- i. For applications for manufactured/mobile home needed for **medical hardship** please provide a note from a medical doctor verifying that it is necessary for someone to live in close proximity to provide care.
- j. For SE applications for telecommunication facilities, a **Telecommunications application** must be completed and include all of the required attachments.

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 application fees has been received by the Hanover County Planning Department. The Hanover County Planning Department shall notify me by mail, email or fax (as 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 payment will be due by _____. (To be filled in by a Planning Staff member.)

Signature of applicant/authorized agent Christina P. Berta Date 03/15/2024
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 _____

FEEES

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

Special Exception	\$750
Extension	\$20
Special Exceptions for manufactured homes needed in a medical hardship case	\$200

Please note: Applicants which request tax-exempt status may have their application fee waived upon presentation of official documentation of such status.

FOR STAFF USE ONLY:

Fee: _____	Accepted by: _____ HTE #: _____
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NOTIFICATION OF ADJOINING PROPERTY OWNERS AND BOARD OF SUPERVISORS

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 member of the Board of Supervisors 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 15th day of March, 20024, by Christina P. Berta (Name of Applicant).

My commission expires:

6/30/26

Kathleen M Brown
Notary Public



Board of Supervisors Representative: Faye O. Prichard - 511 Chapman S

List of Adjacent Property Owners:

GPIN	Name	Address
7796-86-4538	Patrick Henry Properties, LLC	9376 Atlee Station Road Mechanicsville, VA 23116
7796-86-6286	Huntsinger, Esther Shields Living Trust	3900 Windsor Hall Drive, Apt C 235 Williamsburg, VA 23188
7796-96-0793	Mongo Properties, LLC	P.O. Box 1157 Mechanicsville, VA 23111
7796-96-4981	Bailey, Charles E	9347 Cool Spring Road Mechanicsville, VA 23116
7796-97-5013	Natural Gas Co of Virginia, Inc	308 Tarry Town Drive Henrico, VA 23229
7796-97-5139	Huff, Brandon C, LLC	9363 Cool Spring Road Mechanicsville, VA 23116
7796-97-5236	Cool Spring West Homeowners Association, Inc	7231 Forest Ave, Suite 102 Richmond, VA 23226
7796-98-3118	Cool Spring West Homeowners Association, Inc	6802 Paragon Place, Suite 300 Richmond, VA 23230
8706-09-5355	Cool Spring West Homeowners Association, Inc	6802 Paragon Place, Suite 300 Richmond, VA 23230
8706-19-2461	Roth, Gregory T & Debra T Revocable Trust	9505 Cool Spring Road Mechanicsville, VA 23116
8706-19-4439	Melton, John S & Penny L	9509 Cool Spring Road Mechanicsville, VA 23116

NOTIFICATION OF ADJOINING PROPERTY OWNERS continued

List of Adjacent Property Owners:

GPIN	Name	Address
8706-19-5641	Tutwiler Living Trust	9519 Cool Spring Road Mechanicsville, VA 23116
8706-19-6761	McKeever, Emily Joan	9527 Cool Spring Road Mechanicsville, VA 23116
8707-10-6096	Hunt, George E III & Hunt, Rebecca M	9775 Cool Spring Road Mechanicsville, VA 23116
7997-92-9229	Hicks, Edgar T III & Stephanie P R/S	10094 Windy Knoll Drive Mechanicsville, VA 23116
8707-00-0689	Honey Meadows Homeowners Association, Inc	1791 Cambridge Road, Suite 102 Richmond, VA 23233
7796-99-6627	Hanover County	P.O. Box 470 Hanover, VA 23069
7796-89-1798	Honey Meadows Homeowners Association, Inc	P.O. Box 650858 Dallas, TX 75265
7796-79-5467	Villages at Taylor Farm Homeowners Association, Inc	6802 Paragon Place, Suite 300 Richmond, VA 23230
7796-79-3037	Villages at Taylor Farm Homeowners Association, Inc	1904 Byrd Avenue Richmond, VA 23230
7796-68-7479	Villages at Taylor Farm Homeowners Association, Inc	1904 Byrd Avenue Richmond, VA 23230
7796-67-2788	Atlee Recreation Association	9411 Staple Lane Mechanicsville, VA 23116
7796-77-0506	Giles Farm Homeowners Association, Inc	7231 Forest Avenue, The Highland 1 Bldg, Suite 102 Richmond, VA 23226
7796-77-4536	Colley, Erik Matthew	9908 Honeybee Drive Mechanicsville, VA 23116
7796-77-2226	Hicks, Sheila Johnson & Johnson, Jennifer Lynn	11506 Moven Court Midlothian, VA 23114
7796-77-4167	Davis, Bonny H	9427 Atlee Station Road Mechanicsville, VA 23116
7796-76-9812	Giles Farm Homeowners Association, Inc	7231 Forest Avenue Richmond, VA 23226

NOTIFICATION OF ZONING APPLICATION SUBMITTAL

TO: Adjacent Property Owner

FROM: Timmons Group on behalf of Hanover County Public Schools

DATE: 3/8/2024

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: 9964 Honey Meadows Road, Mechanicsville, VA 23116

GPIN(s): 7796-88-8708

Requested Zoning District: _____

Requested Use/Exception: Installation of 2 - 64' x 24' modular classroom buildings that will accommodate two (2) classrooms per building for a total of four (4) classrooms. There will be no plumbing connections.

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.

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. 42-0208 GPIN _____
- 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? No
- 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 - Taylor Barn was razed in 1989.

- 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 - Taylor Barn was razed in 1989.

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. Kough* Date: 3/8/24

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 227 vehicles per day and a site peak hour trip generation of 74 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. See note below.
- 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)

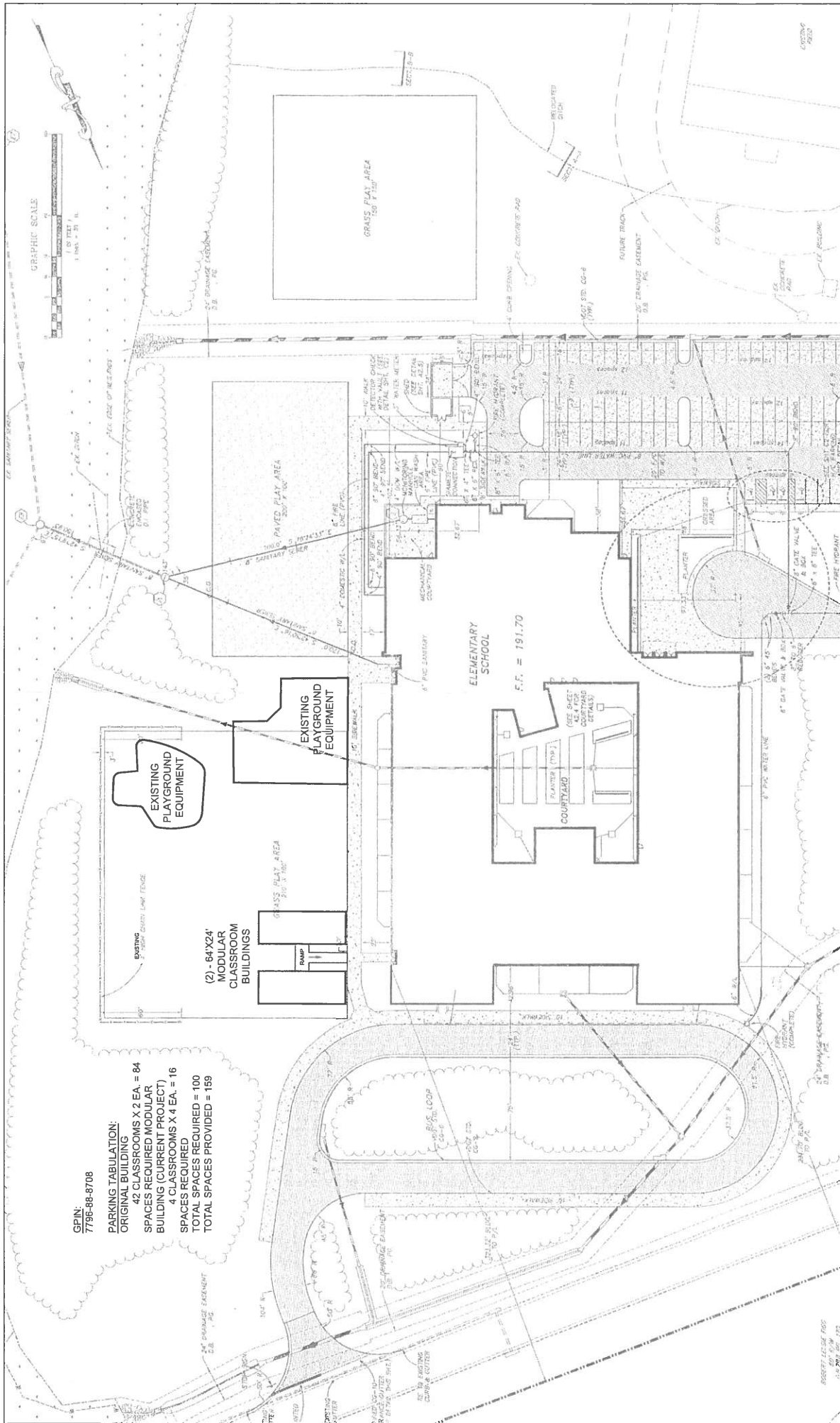
08/23/23

(Date)

Steve Schmidt, PE, PTOE

(Applicant/Applicant's Representative – Print Name)

Note: The application is for a modular classroom building to accommodate the existing and future enrollment at the school. The trip generation was estimated based on the School District's forecast for 100 additional students by 2027. It is noted the school has a high percentage of walkers which will reduce the vehicular trip below what is shown above.

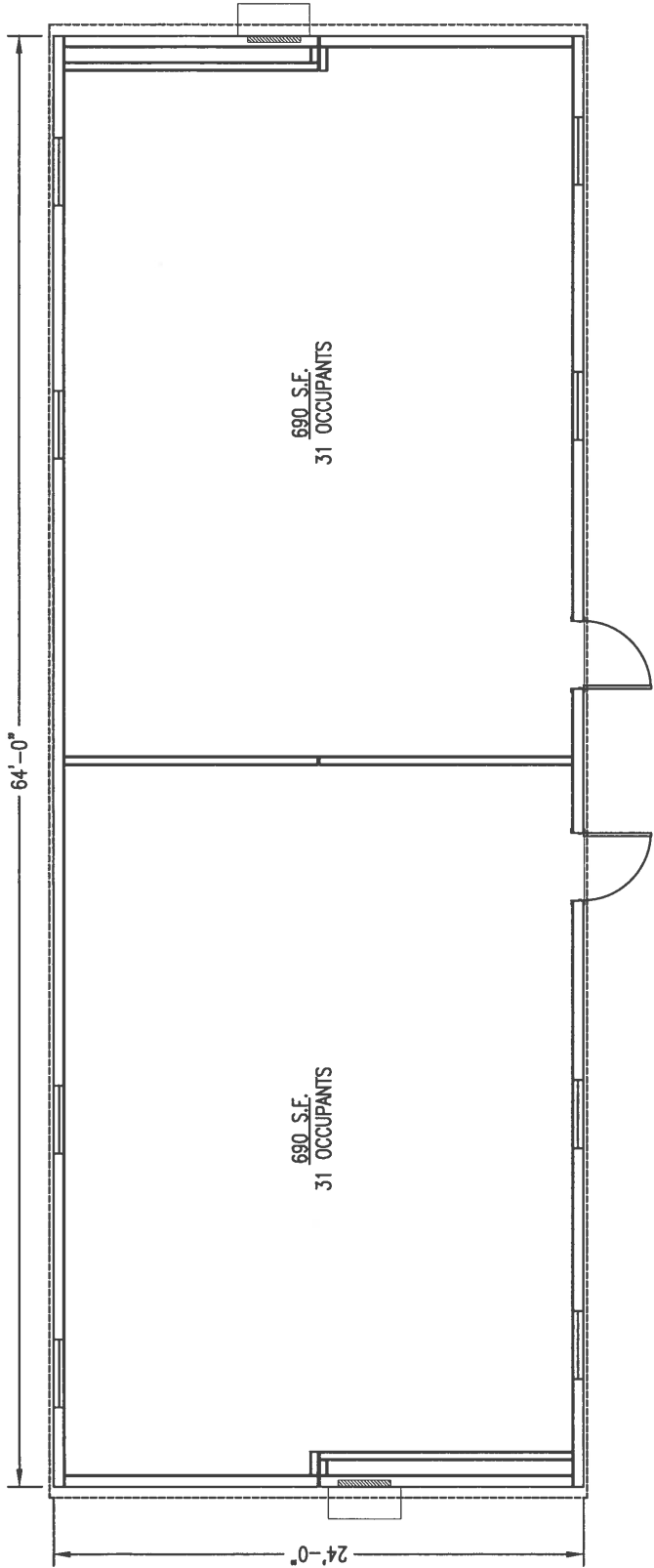


GPN: 7796-88-8708
PARKING TABULATION:
 ORIGINAL BUILDING
 42 CLASSROOMS X 2 EA. = 84
 SPACES REQUIRED MODULAR
 BUILDING (CURRENT PROJECT)
 4 CLASSROOMS X 4 EA. = 16
 SPACES REQUIRED
 TOTAL SPACES REQUIRED = 100
 TOTAL SPACES PROVIDED = 159



DWG 2 - COOL SPRING ELEMENTARY MODULAR CLASSROOMS

Cool Spring Elementary School - March 8, 2024



(800) 966-7839
www.boxxmodular.com
www.vanguardmodular.com

24x64 CLASSROOM
 1,504 S.F.

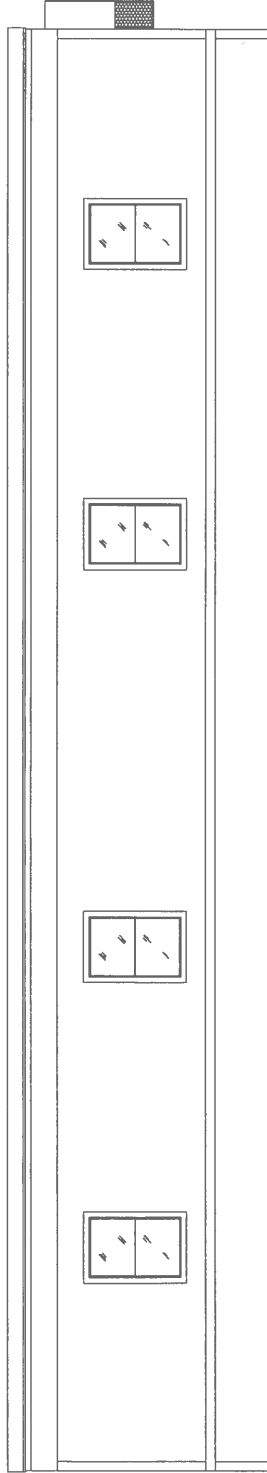
This document and all information contained herein, are the proprietary data and trade secrets of BOXX Modular and shall remain the property of BOXX Modular. No part of this document and the information contained herein may not be reproduced, used, or disclosed in any manner, or to any extent. Written authorization by a current employee of BOXX or Schlaw must be obtained prior to use of this information, in any form, including that which is represented by this complete page.

CUSTOMER APPROVAL
 APPROVED EXCEPT AS NOTED
 APPROVAL BY _____
 DATE _____

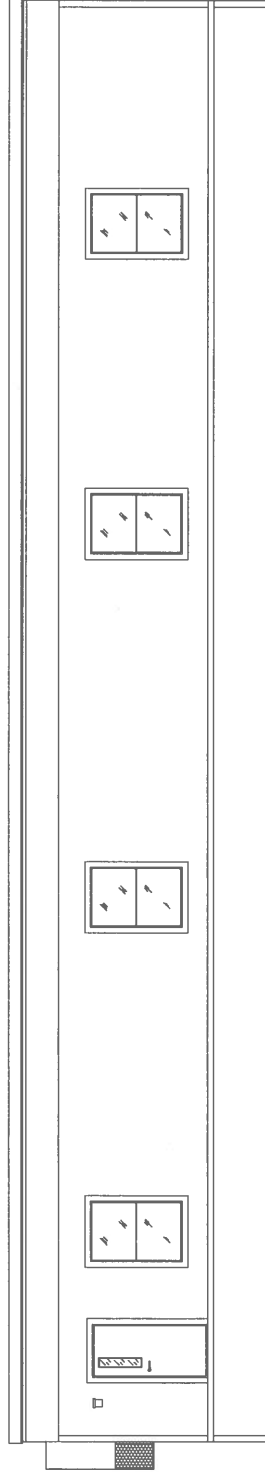
THIS PRINT MUST BE SIGNED, DATED AND RETURNED TO BOXX MODULAR

Drawing Date: _____
 Project: CLASSROOM
 Drawing: _____
 Drawn By: BOXX
 Scale: NTS
 Project: CLU2464D

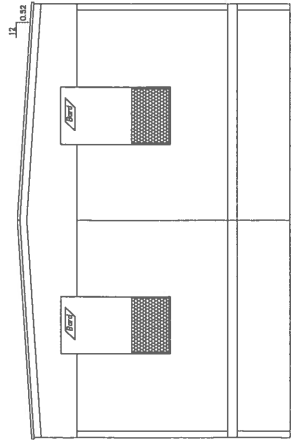
REAR ELEVATION



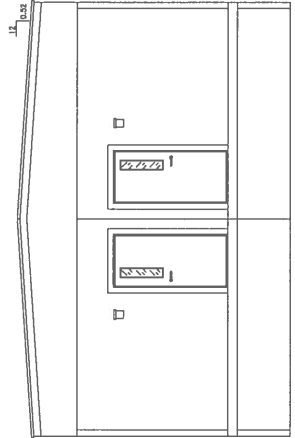
FRONT ELEVATION



LEFT ELEVATION



RIGHT ELEVATION



ELEVATION NOTES: (TYP)

SEE-CROSS SECTION FOR METHOD OF ROOF VENTILATION AND HANDRAILS ARE SITE INSTALLED, DESIGNED BY OTHERS, AND SUBJECT TO LOCAL JURISDICTION.

FOUNDATION ENCLOSURE (WHEN PROVIDED) MUST HAVE 1 SQUARE FOOT NET VENT AREA PER 1/150TH OF THE FLOOR AREA AND AN 18" X 24" MINIMUM CRAWL SPACE ACCESS. SITE INSTALLED BY OTHERS SUBJECT TO LOCAL JURISDICTION.

ELEVATIONS SHOWN ON THIS PAGE REPRESENT BASIC COMPONENTS & ARE NOT INTENDED TO BE ALL INCLUSIVE NOR DO THESE ELEVATIONS DETAIL EVERY CODE REQUIRED ASPECT OF THIS BLDG. SITE BUILT STOOPS, STEPS, DECKS PORCHES, HANDRAILS, AND/OR SIMILAR ITEMS MUST BE PROVIDED BY OTHERS ON SITE FOR COMPLIANCE WITH APPLICABLE CODES. COMPLIANCE WITH ALL APPLICABLE CODES PER LOCAL AUTHORITY HAVING JURISDICTION, WHETHER DETAILED IN THIS SET OR NOT, MUST BE MET.

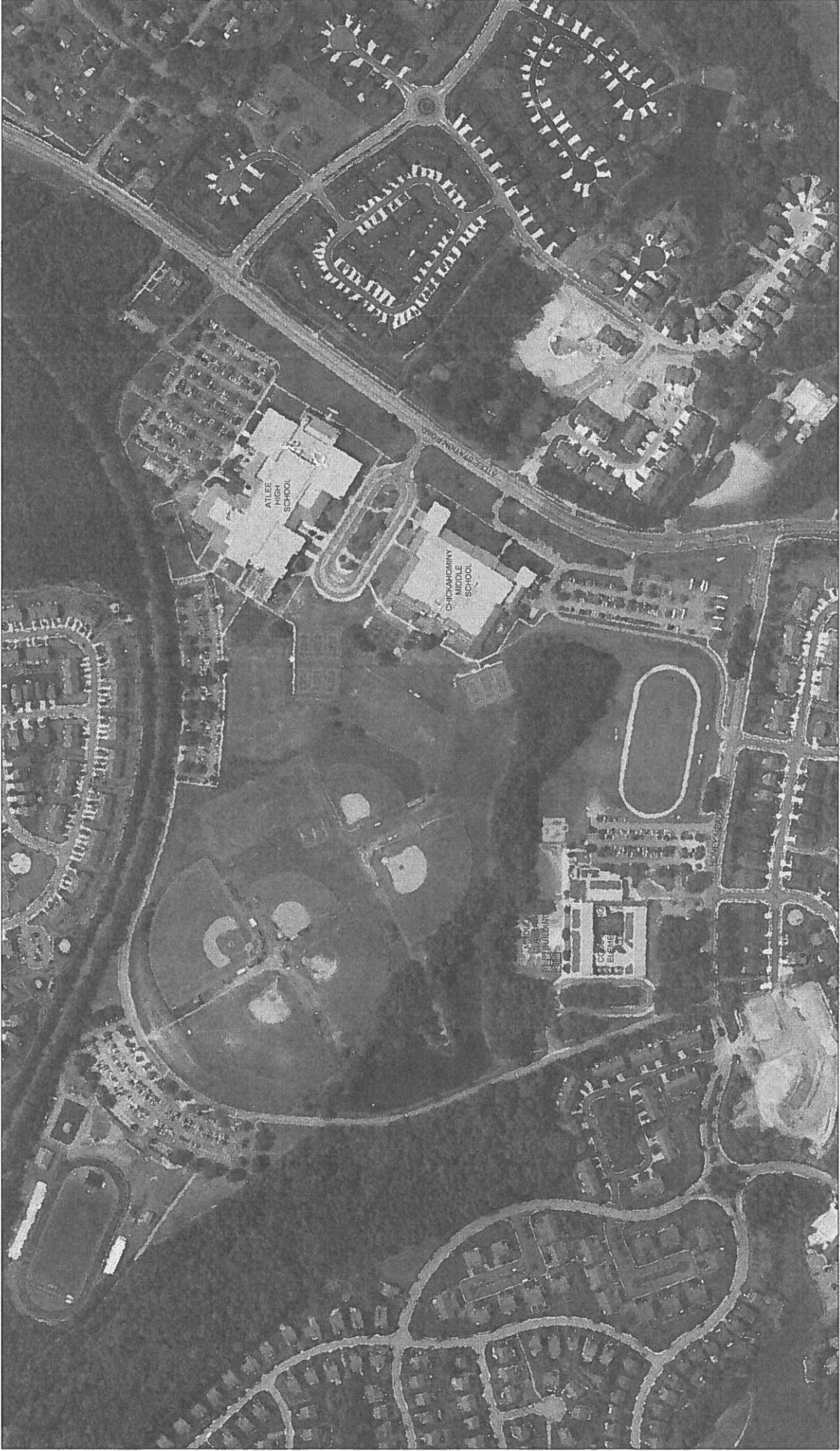


FIRST STRING SPACE, INC.
OUR STRENGTH IS TEAMWORK

892 RAILROAD AVENUE EAST
PEARSON, GA 31642
TEL (912)422-6455
FAX (912)422-6466

<p>MARK AL-SOFFI P.E. 633 BRADFORD ST. PASADENA, VA 9105 (678) 429-5882</p>	<p>3/27/2023</p>
<p>EMC REFERENCE # FSS-IIIIB</p>	<p>DATE: MARCH 7, 2023</p>
<p>SERIAL NUMBER: FSS-IIIIB</p>	<p>DRAFTSMAN: BRANDON R. DOTLE</p>
<p>STATES: VA</p>	<p>SCALE: NO SCALE</p>
<p>DESTINATION: EMPORA, VA</p>	<p>CODES: 2018 IBC (VA AMENDS)</p>
<p>SIZE: 28'-4" x 64' (DOUBLE-WIDE)</p>	<p>ELEVATIONS</p>
<p>REVISIONS: N/A</p>	<p>PLAN NO: FSS-IIIIB</p>
<p>REVISIONS: N/A</p>	<p>SHEET: 3 OF 4</p>





COOL SPRING ELEMENTARY MODULAR CLASSROOMS

Cool Spring Elementary School - March 8, 2024



TIMMONS GROUP
ENGINEERING | DESIGN | TECHNOLOGY

5100 Northpointe Drive, Suite 100, Charleston, SC 29405 | Phone: 803.799.1100 | www.timmons.com