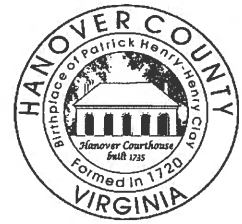


# CUP2024-00003, LEBANON METHODIST CHURCH, INC.

Conditional Use Permit Report  
Beaverdam Magisterial District  
PC Meeting Date: May 16, 2024



## Overview

Request	To amend CUP-16-00 in accordance with Section 26-20.21 to allow a school within the existing church buildings
Current Zoning	A-1, Agricultural District
Acreage	5.88 acres
Address	8484 Peaks Road
Location	Northeast corner of the intersection of Peaks Road (State Route 657) and Stumpy Road (State Route 654)
GPINs	8708-07-7417
General Land Use Plan	Rural/Agricultural
Major Thoroughfare Plan	Peaks Road: Minor Arterial Road (127' ultimate right-of-way)
Suburban Service Area	Outside
Case Planner	Claudia Cheely

## Executive Summary

Lebanon Methodist Church is requesting to amend CUP-16-00 to allow a school within existing church buildings:

- A new private school has requested to lease space to temporarily locate at the Church until a permanent location is secured elsewhere.
- The Church requests that the use be allowed to continue after the current school vacates the Church.

No changes to the exterior of the buildings or the site are proposed.

## Outstanding Issues

No known outstanding issues at this time.

## Draft Motion

I move that the Planning Commission recommend:

- a. Approval of CUP2024-00003 as submitted.
- b. Denial of CUP2024-00003 as submitted, but approval subject to the following changes: \_\_\_\_\_.
- c. Denial of CUP2024-00003.
- d. Deferral of CUP2024-00003 until the Planning Commission's June meeting.



- The one-story additions to the right of the sanctuary, as well as the existing detached one-story building on the far right, will be available for the proposed school use.

### *Compatibility with Surrounding Area*

Lebanon Methodist Church is a small church that has been located at the corner of Peaks Road and Stumpy Road for several decades. This area is shown for *Rural/Agricultural* on the Comprehensive Plan and is surrounded by farm and rural residential uses. The introduction of a small school use to the site during the work week will not necessitate any improvements to the site or adjacent roadways, and the conditions will limit how large a school may be. The church currently has two commercial entrances from Peaks Road and has provided a circulation plan for school vehicles that should allow traffic to be removed from the roadway quickly and not cause traffic issues on Peaks Road. School and church uses are appropriate uses in the rural areas of the County, and the introduction of a small school use to the site should be compatible with the surrounding area.

### *Community Meeting*

The applicant held a community meeting on April 16, 2024, at the church. No one expressed any concerns about the proposal at the meeting. No neighbors or citizens not associated with the church attended.

### **Agency Analysis**

There were no substantive comments from any of the reviewing agencies.

### **Ordinance Required Conditions**

**In accordance with Article 6, Division 3, Section 26-325, the site must be developed and maintained in substantial conformity with the sketch plan titled, “Addition to Facilities of Lebanon United Methodist Church,” prepared by Robert K. Carter, P.E., dated June 21, 2000, and revised October 27, 2000.**

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

### **Recommended CUP Conditions**

Note: All conditions remain as approved with CUP-16-00, with the addition of Condition #2 to address the proposed school.

1. The property which is subject of the application will be used only for a church facility and school and must be developed in substantial conformance with the sketch plan titled, “Addition to Facilities of Lebanon United Methodist Church,” prepared by Robert K. Carter, P.E., dated June 21, 2000, and revised October 27, 2000.
2. The school will be limited to no more than forty (40) students. Any expansion beyond that enrollment will require an amendment to the Conditional Use Permit.

3. The existing single-family dwellings will be removed or used as accessory to the church and not as single-family dwellings.
4. The owner will reserve thirty-five (35) feet of right-of-way along Peaks Road (State Route 657) and five (5) feet of right-of-way along Stumpy Road (State Route 654), to be dedicated upon request of the County, free of cost, and free of encumbrances interfering with the use for road purposes.
5. All requirements of the Virginia Department of Transportation, Public Works Department, Health Department, and Building Inspectors' Office must be met.
6. All development and use of the property must comply with all federal, State, and local statutes, ordinances, and regulations.

**Attachments**

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

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

**CUP2024-00003**

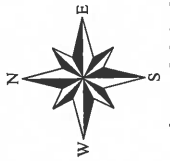
Lebanon Methodist Church, Inc.

school

Rural/Agricultural Land Use

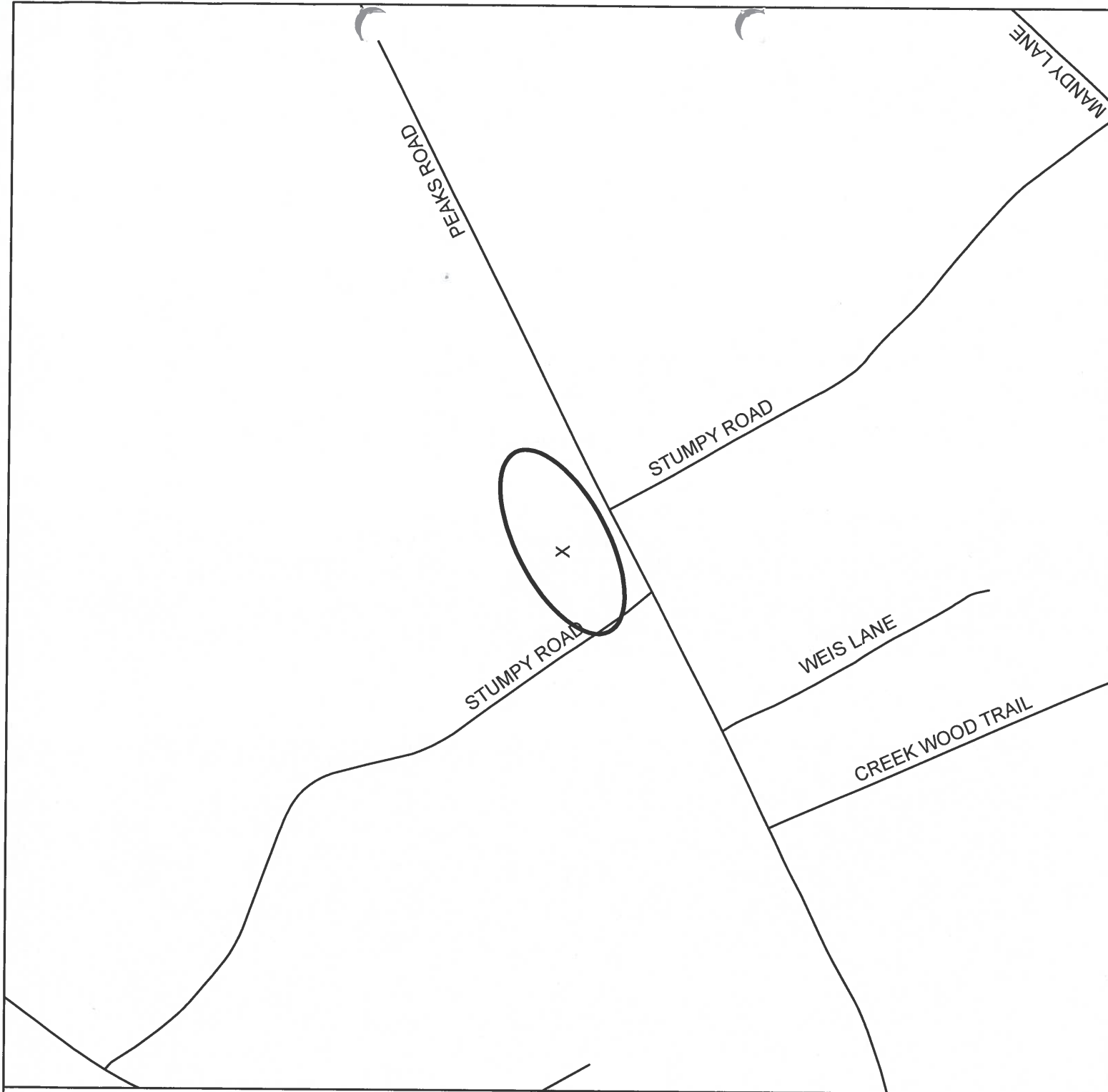
GPIN: 8708-07-7417

Beaverdam Magisterial District



1 inch = 600 feet

January 30, 2024



**Hanover County,  
Virginia**

**General Parcel Map**

**Legend**

- Roads
- Water
- Structures
- Parcels
- 🌳 Trees

**CUP2024-00003**

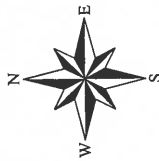
Lebanon Methodist Church, Inc.

school

Zoned A-1

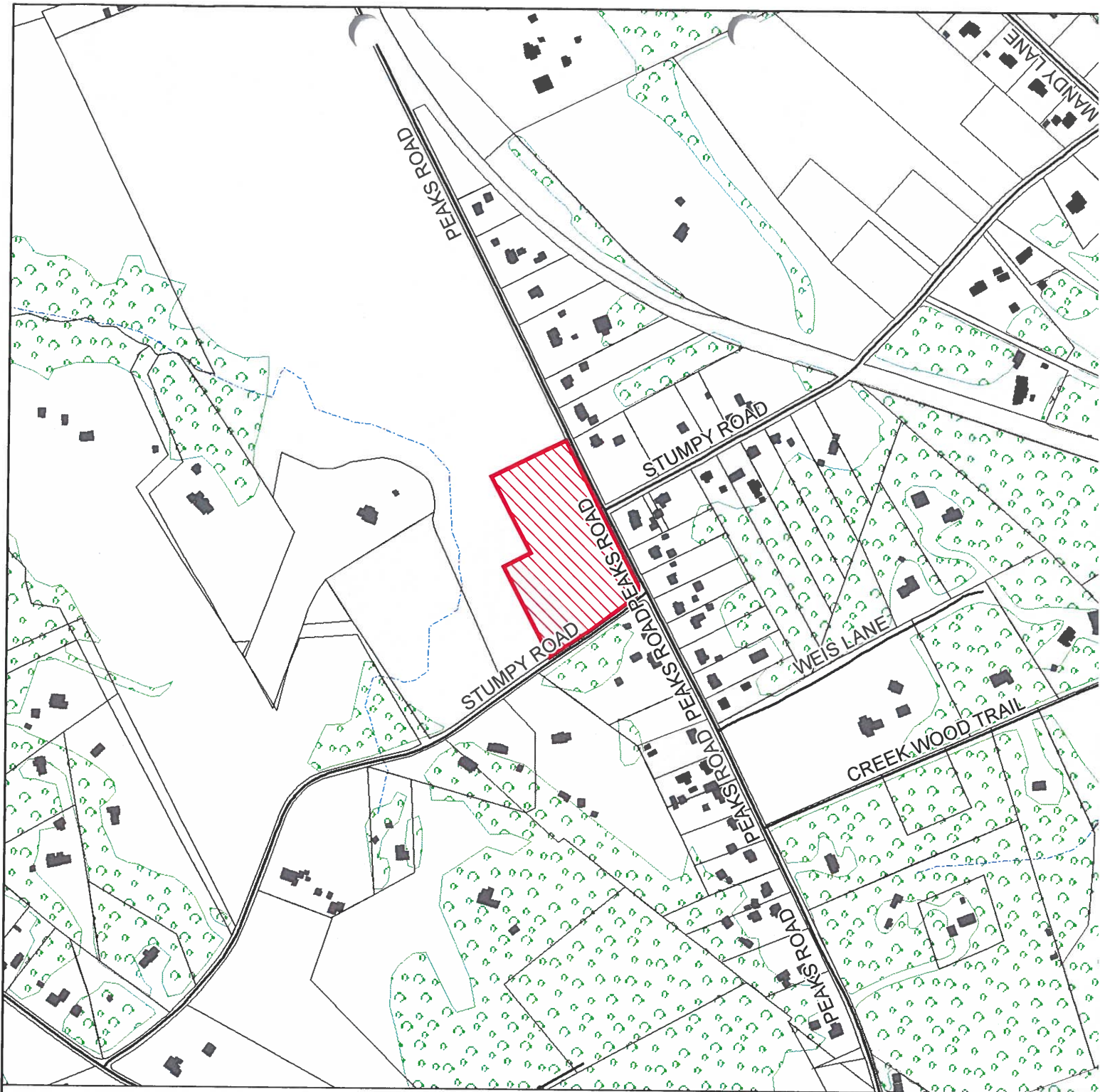
GPIN: 8708-07-7417

Beaverdam Magisterial District



1 inch = 600 feet




































January 30, 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		

**CUP2024-00003**

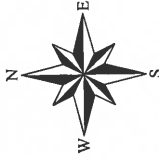
Lebanon Methodist Church, Inc.

school

Zoned A-1

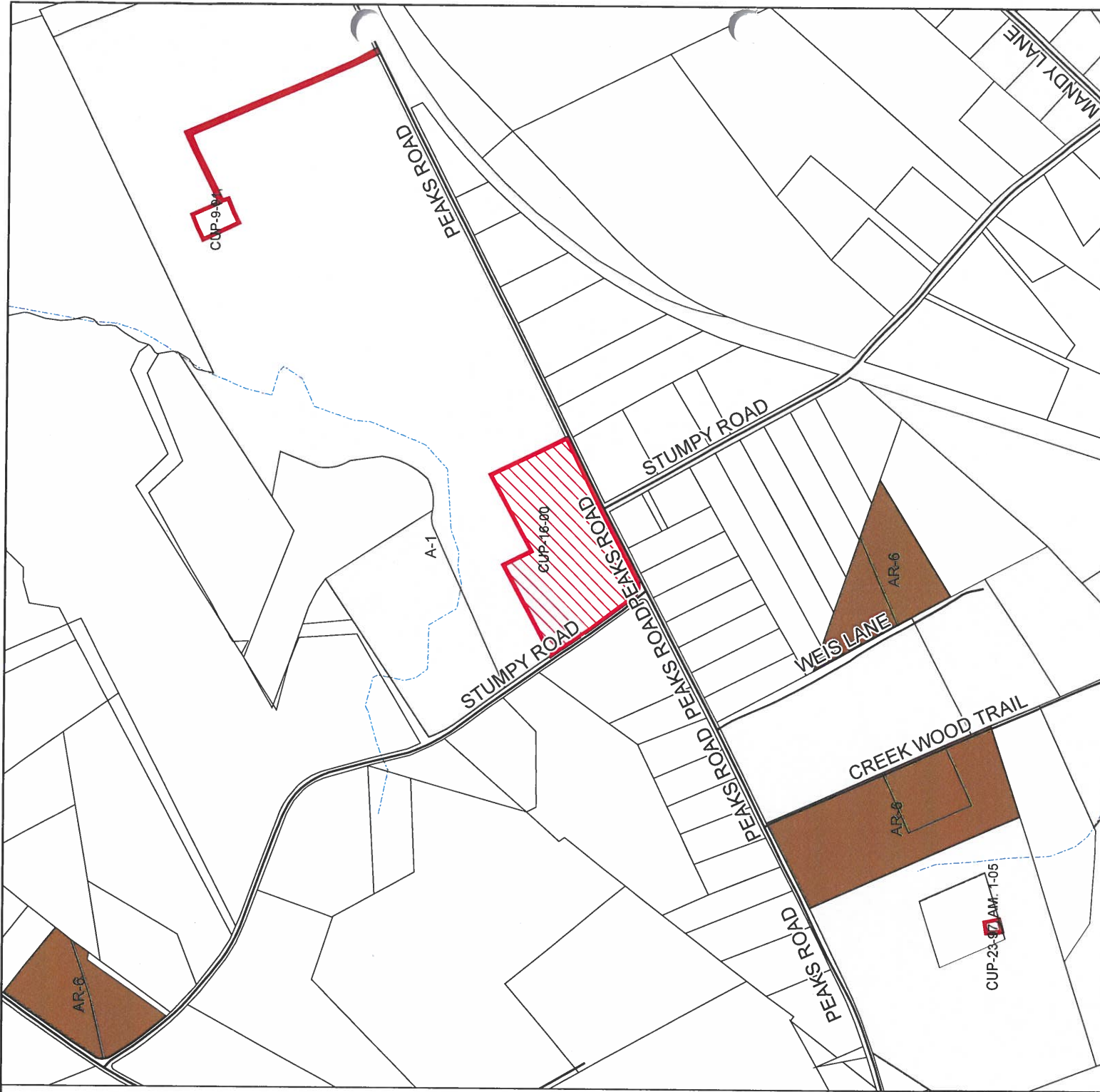
GPIN: 8708-07-7417

Beaverdam Magisterial District



1 inch = 600 feet

January 30, 2024



**CUP2024-00003**



# Application

Hanover County Planning Department Application

Request for a Conditional Use Permit

Case #: CUP2024-00003

Please type or print in black ink.

APPLICANT INFORMATION

Owner/Applicant: Lebanon Methodist Church, Inc.
Contact Name: Catherine Mercer
Address: 8492 Peaks Road, Hanover, VA 23069

Telephone No. 804-263-3034
Fax No.
Email Address trustees@lebanonmc.org

PARCEL INFORMATION

For multiple parcels, please also complete Page 4

GPIN(s)(Tax ID #'s) 8708-07-7417
Total Area (acres/square feet) 5.882
Magisterial District Beaverdam
Location Description (Street Address, if applicable) 8492 Peaks Road, Hanover, VA 23069
GIS Location: 8516 Peaks Road

Total CUP Area (acres/square feet) 5.882
Current Zoning A-1
In accordance with Article 3, Division Section 26
of the Ordinance the following use is requested:
microschool using existing facilities

SIGNATURE OF OWNER POWER OF ATTORNEY CONTRACT PURCHASER (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.

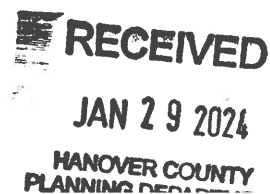
Signature Catherine H. Mercer Date 1/29/2024
Print Name Catherine H. Mercer
Signature
Date
Print Name

QUESTIONS/ LETTERS/ REPORTS SHOULD BE FORWARDED TO THE FOLLOWING\*\*:

Name Catherine Mercer, Buildings & Grounds Chair
Address: Lebanon Methodist Church, Inc.
8492 Peaks Road
Hanover, VA 23069

Telephone No. 804-263-3034
Fax No.
Email Address trustees@lebanonmc.org

\*\*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 Catherine H. Mercer Date 1/29/2024  
 Print Name Catherine H. Mercer

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

Address to which notification letter is to be sent:  
Lebanon Methodist Church, Inc.  
8492 Peaks Road  
Hanover, VA 23069

If you would like your letter emailed and/or faxed, please make selections, and provide the information below:

Email trustees@lebanonmc.org  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 \_\_\_\_\_  
**TOTAL** \_\_\_\_\_

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:** Catherine H. Mercer

COMMONWEALTH OF VIRGINIA )

COUNTY OF HANOVER ) to-wit:

The foregoing instrument was acknowledged before me this 29 day of January, 2024, by Catherine Mercer (Name of Applicant).

My commission expires: 9/30/25

Kelley Redmon Kirby  
Notary Public



**Board of Supervisors Representative:** Jeff Stoneman

**Planning Commission Representative:** Edmonia P. Iverson

**List of Adjacent Property Owners:**

GPIN	Name	Address
8708-18-5411	Cross Family Revocable Trust	8399 Peaks Road Hanover, VA 23069
8708-07-8197	Brown, Paulies M., Sr. & Barbara B	8318 Peaks Road Hanover, VA 23069
8708-07-6008	Volpe, Susan A	8549 Stumpy Road Hanover, VA 23069
8708-06-5920	Dixon, Beverly A Korber	8511 Peaks Road Hanover, VA 23069
8708-06-4814	Millikin, Robert T III & Sheri T R/S	8517 Peaks Road Hanover, VA 23069
7798-97-9120	Richman, Margaret C	8530 Peaks Road Ashland, VA 23005
8708-17-2025	Upshaw, Kenneth	9266 Shelton Point Drive Mechanicsville, VA 23116

# LEBANON METHODIST CHURCH

Hanover, Virginia

8492 Peaks Road, Hanover, VA 23069

Office: 804-746-0980

Lebanonmc.org

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## NOTIFICATION OF ZONING APPLICATION SUBMITTAL

TO: Robert T. & Sheri T. Millikin III R/S  
8517 Peaks Road  
Hanover, Virginia 23069

FROM: Pastor Mark Roscoe

DATE: January 26, 2024

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

- Rezoning
- Conditional Use Permit
- Special Exception

Applicant: Lebanon Methodist Church, Inc.  
Property Location: 8492 Peaks Road, Hanover, Virginia 23069  
GPIN(s): 8708-07-7417  
Requested Zoning District: Beaverdam

Requested Use/Exception: Lebanon Methodist Church, Inc. would like to expand how we engage and serve our local community by adding our ability to host a micro-school on church property. It is our intent to focus on working with local, Christian, micro-schools to offer an alternative education experience and expect the micro-school to be small, serving 10 - 15 students during the August - June school year. We believe that the traffic impact of this additional use of our property would be minimal and would be primarily limited to the typical drop off and pick up times of 8 am and 3:30 pm, Monday – Friday, during the school year.

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 or reach out to me directly at our church office, 804-746-0980.

Sincerely,

Mark Roscoe  
Lead Pastor



A Global Methodist Congregation

**NOTIFICATION OF ZONING APPLICATION SUBMITTAL**

**TO:** Adjacent Property Owner

**FROM:** Pastor Mark Roscoe, Lebanon Methodist Church, Inc.

**DATE:** 1/25/2024

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

- Rezoning
- Conditional Use Permit
- Special Exception

**Applicant:** Lebanon Methodist Church, Inc.

**Property Location:** 8492 Peaks Road, Hanover, VA 23069

**GPIN(s):** 8708-07-7417

**Requested Zoning District:** Beaverdam

**Requested Use/Exception:** \_\_\_\_\_

Lebanon Methodist Church, Inc. would like to expand how we engage and serve our local community by adding our ability to host a micro-school on church property.

It is our intent to focus on working with local, Christian, micro-schools to offer an alternative education experience and expect the micro-school to be small, serving 10 - 15 students during the August - June school year.

We believe that the traffic impact of this additional use of our property would be minimal and would primarily be limited to the typical drop off and pick up times of 8 am and 3:30 pm, Monday - Friday, during the school year.

It is our belief that the traffic impact would be minimal and would be primarily limited to the typical drop off and pick up times of 8 am and 3:30 pm.

Please reach out to Pastor Mark Roscoe at our church office, 804-746-0980 with any questions.

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? We would like to expand the use of our facilities to allow us to host a micro-school.  
The school will use existing building and property areas already being used for educational classrooms and recreation  
purposes. The school use will simply expand the time frames of typical use to include Monday - Fridays between 8 am and  
4 pm during the August to June school year.

2. Briefly describe how you plan to develop the property for the proposed use and any associated uses. \_\_\_\_\_  
\_\_\_\_\_  
No property development will be required for this additional use.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.) \_\_\_\_\_  
Lebanon Methodist Church has existing classroom and recreational spaces available but which sit empty outside of our  
worship based activities. We would like to make these resources available to support faith based, character development and  
and educational programs that will benefit families in our community.  
There is a desire for alternative, Christian, educational opportunities in our local area.  
Our intent is to keep the size of the school small in population based on the capacity in the areas being used. Controlling the  
size of the school will keep the traffic and environmental impacts small or negligible. A drop off loop process will be  
established to direct cars to enter at the driveway at the far right of our property and to exit at our main entrance.  
We will use a combination of communication, training and signage (temporary) to help direct the traffic flow.

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.) There are no deed restrictions  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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. Cemetery / 42-0280 GPIN 8707-07-7417
- 2. Historic Resource/File No. Lebanon Church / 42-0280 GPIN 8707-07-7417
- 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? yes for the cemetery, the church is open by appt.
- 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. Impact would be primarily noise and traffic during the increased hours of use (Mon - Fri) but the volume should be no different than our current use levels during our normal worship activities.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- d) Describe voluntary measures that will be undertaken to help mitigate the impact that the proposed use may have on the identified historic resources. Cemetery and the Historical church area will be off limits to the school.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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: \_\_\_\_\_ Date: \_\_\_\_\_

## 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 40 vehicles per day and a site peak hour trip generation of \_\_\_\_\_ vehicles per hour, based on the stipulations of 24 VAC 30-155. The \_\_\_\_\_ edition (latest edition) of the ITE Trip Generation Manual was used in determining the trip generation (Code Number \_\_\_\_\_ and Page Number \_\_\_\_\_).

**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.

Catherine H. Mercer  
(Signature of Applicant/Applicant's Representative)

1/29/2024  
(Date)

Catherine H. Mercer  
(Applicant/Applicant's Representative – Print Name)

## SKETCH PLAN CHECKLIST

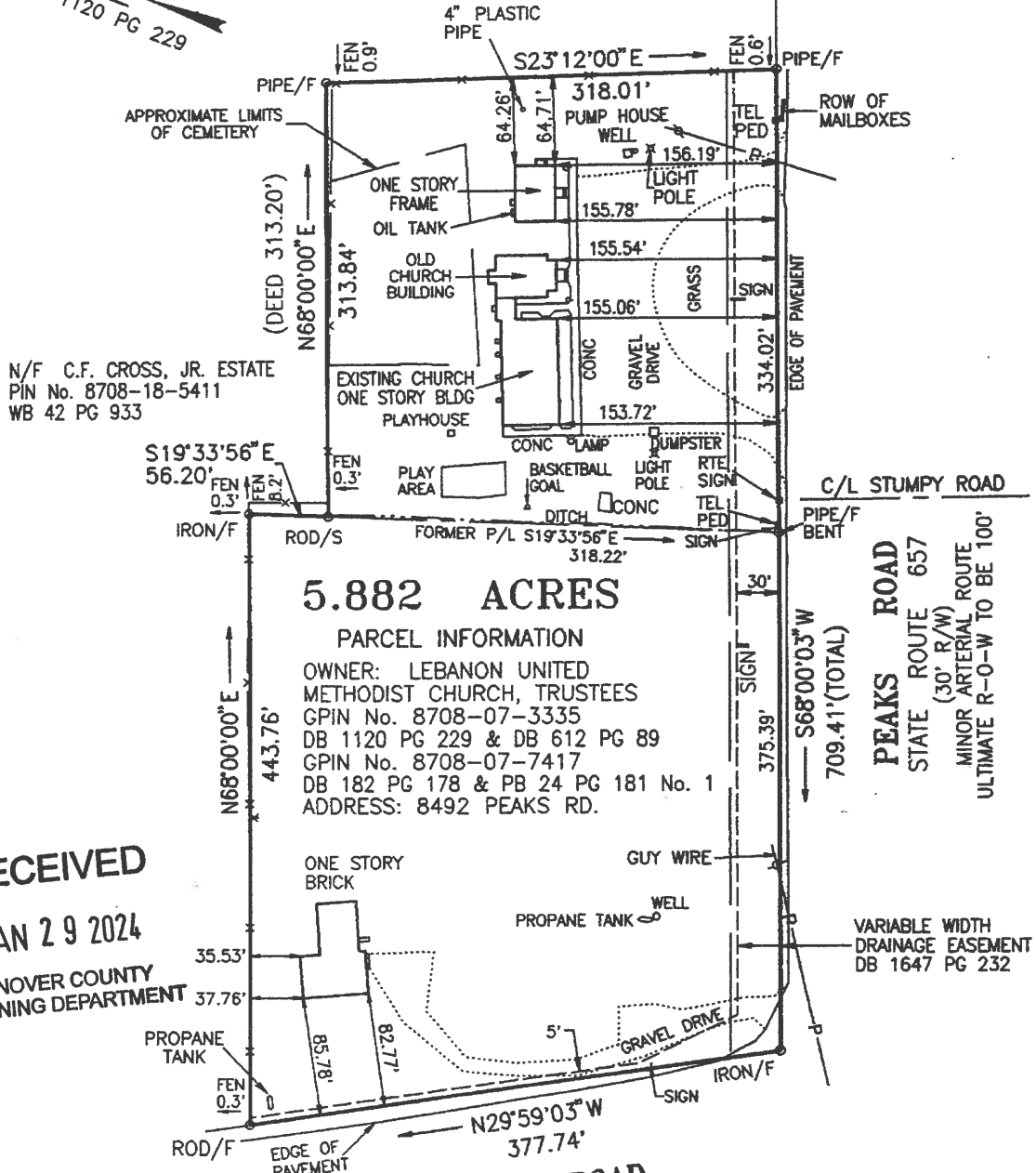
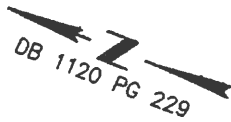
Use this checklist to prepare the required sketch plan for submittal with this application. Place a mark next to each item to verify its inclusion on the sketch plan. Please make sure the information listed below is shown on the sketch plan. Failure to include all necessary information may result in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

Applicant:		Staff:
<input checked="" type="checkbox"/>	1. The proposed title of the project, the name of the developer, and the name of the preparer of the plan.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	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'	<input type="checkbox"/>
<input checked="" type="checkbox"/>	3. Existing zoning and zoning district boundaries. (Available on County zoning maps.)	<input type="checkbox"/>
<input checked="" type="checkbox"/>	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.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	5. Topography of the project area, with contours of five (5) feet or less. (Maps are available in the Planning Department.)	<input type="checkbox"/>
<input checked="" type="checkbox"/>	6. Proposed changes in zoning, if any.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	7. The general location and character of construction of proposed streets, alleys, driveways, curb cuts, entrances, and exits.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	8. Location(s) of all proposed buildings and structures, accessory and main; major excavations; and the use category for each building.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	9. General location, height, and material for all fences, walls, screen plantings, berms, and landscaping. The required perimeter buffer, if any, shall be shown.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	10. Architectural elevation(s) for the proposed structures on site, which provide detail on the proposed building materials.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	11. Location(s) of any known or suspected historic resources, including cemeteries, trenches, and archeological sites as reflected in available County records.	<input type="checkbox"/>

BOUNDARY SURVEY AS SHOWN IS BASED ON A CURRENT FIELD SURVEY AND UNLESS SHOWN THERE ARE NO ENCROACHMENTS ACROSS THE PROPERTY LINES OR EASEMENTS SHOWN

N/F C.F. CROSS, JR. ESTATE  
 PIN No. 8708-18-5411  
 WB 42 PG 933

POWER UNDERGROUND  
 TO BUILDING



N/F C.F. CROSS, JR. ESTATE  
 PIN No. 8708-18-5411  
 WB 42 PG 933

**5.882 ACRES**

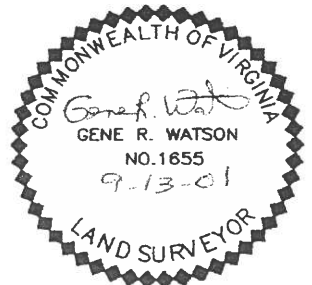
**PARCEL INFORMATION**  
 OWNER: LEBANON UNITED  
 METHODIST CHURCH, TRUSTEES  
 GPIN No. 8708-07-3335  
 DB 1120 PG 229 & DB 612 PG 89  
 GPIN No. 8708-07-7417  
 DB 182 PG 178 & PB 24 PG 181 No. 1  
 ADDRESS: 8492 PEAKS RD.

**PEAKS ROAD**  
 STATE ROUTE 657  
 (30' R/W)  
 MINOR ARTERIAL ROUTE  
 ULTIMATE R-0-W TO BE 100'

**RECEIVED**  
**JAN 29 2024**  
 HANOVER COUNTY  
 PLANNING DEPARTMENT

**STUMPY ROAD**  
 STATE ROUTE 654  
 (40' R/W)

VARIABLE WIDTH  
 DRAINAGE EASEMENT  
 DB 1647 PG 232



**PLAT SHOWING IMPROVEMENTS OF LEBANON CHURCH SITUATED AT THE NORTHEAST CORNER OF STATE ROUTE 657 AND STATE ROUTE 654 IN THE BEAVERDAM DISTRICT, HANOVER COUNTY, VIRGINIA**

**GENE WATSON & ASSOCIATES, P.C.**  
 4221 BONNIE BANK RD  
 RICHMOND, VIRGINIA 23234  
 (804) 271-8038

SCALE: 1" = 100'  
 JN 3965A

DATE: 9-13-01  
 FILE: HPT-3785A

Approval Letter/Elevations/Sketch Plan

BOARD OF SUPERVISORS

J. T. "JACK" WARD, CHAIRMAN  
MECHANICSVILLE DISTRICT

JOHN E. GORDON, JR., VICE-CHAIRMAN  
SOUTH ANNA DISTRICT

TIMOTHY E. ERNST  
ASHLAND DISTRICT

THOMAS F. GILES, JR.  
CHICKAHOMINY DISTRICT

CHARLES D. MCGHEE  
HENRY DISTRICT

AUBREY M. STANLEY, JR.  
BEAVERDAM DISTRICT

ELTON J. WADE, SR.  
COLD HARBOR DISTRICT



HANOVER COUNTY  
P. O. Box 470  
HANOVER, VIRGINIA 23069-0470  
WEB SITE WWW.CO.HANOVER.VA.US

RICHARD R. JOHNSON  
COUNTY ADMINISTRATOR

CECIL R. HARRIS, JR.  
DEPUTY COUNTY ADMINISTRATOR

JOHN H. HODGSON  
DEPUTY COUNTY ADMINISTRATOR

STERLING E. RIVES, JR.  
COUNTY ATTORNEY

December 4, 2000

PLANNING OFFICE  
PHONE 804-365-6111  
FAX 804-365-6211

Robert K. Carter  
11049 Shannondale Court  
Mechanicsville, VA 23116

RE: Approval of CUP-16-00, Lebanon United Methodist Church

Dear Mr. Carter:

At their meeting of November 21, 2000, the Hanover County Board of Supervisors, on a motion by Mr. Stanley, seconded by Mr. Gordon, voted to **APPROVE** the above-captioned request for a Conditional Use Permit for an expansion to an existing church on GPINs 8708-07-3335 and 8708-07-7417, subject to the following conditions:

1. The Property which is subject of the application shall be used only for a church facility and shall be developed in substantial conformance with the sketch plan, titled "Addition to Facilities of Lebanon United Methodist Church," prepared by Robert K. Carter, P.E., dated June 21, 2000, and revised October 27, 2000.
2. A site plan prepared in accordance with the requirements of Article 7, Section 6, of the Hanover County Zoning Ordinance shall be submitted for review and approval. The site plan shall incorporate all conditions of approval, and the conditions shall be shown on the plan.
3. The existing single family dwellings shall be removed or used as an accessory to the church and not as single family dwellings.
4. The Owner shall reserve thirty-five (35) feet of right-of-way along Peaks Road (State Route 657) and five (5) feet of right-of-way along Stumpy Road (State Route 654), to be dedicated upon request of the County, free of cost, and free of encumbrances interfering with the use for road purposes.

Mr. Robert K. Carter  
Page 2  
December 4, 2000

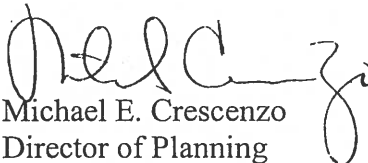
5. All existing and future lighting shall comply with the requirements of Article 7, Section 1.4-7.
6. All requirements of the Virginia Department of Transportation, Public Works Department, Health Department, and Building Inspectors' Office shall be met.
7. All development and use of the property shall comply with all federal, State and local statutes, ordinances and regulations.

You cannot begin to use the property under these conditions until you have filed, with this office, a Final Site Plan under the provisions of Title I., Article 7, Section 6, of the Hanover County Zoning Ordinance which complies with the conditions of approval.

Approval of the Final Site Plan from this office is your authorization to proceed to file building permits or other construction permits to initiate the requested change.

Should you require any additional information concerning this matter, please do not hesitate to contact Mr. John Bender, Deputy Director, or Lee Garman, Senior Planner.

Sincerely,

  
Michael E. Crescenzo  
Director of Planning

GM/jds/HTE

cc: The Honorable Aubrey M. Stanley, Jr.  
Mr. John H. Neal, Jr., P. E.  
Ms. Rebecca G. Draper, P. E.  
Mr. Richard Bartell  
A. Lisa Barker, Esq.  
Mr. Richard W. Paul  
Mr. John A. Bender  
Ms. Judy Flagge  
Mr. W. Randolph Johnson, Jr.  
Mrs. Elizabeth Daniel  
Rev. Pat Shipley

NO.	DATE	DESCRIPTION
1	11/1/79	PRELIMINARY
2	11/1/79	REVISED
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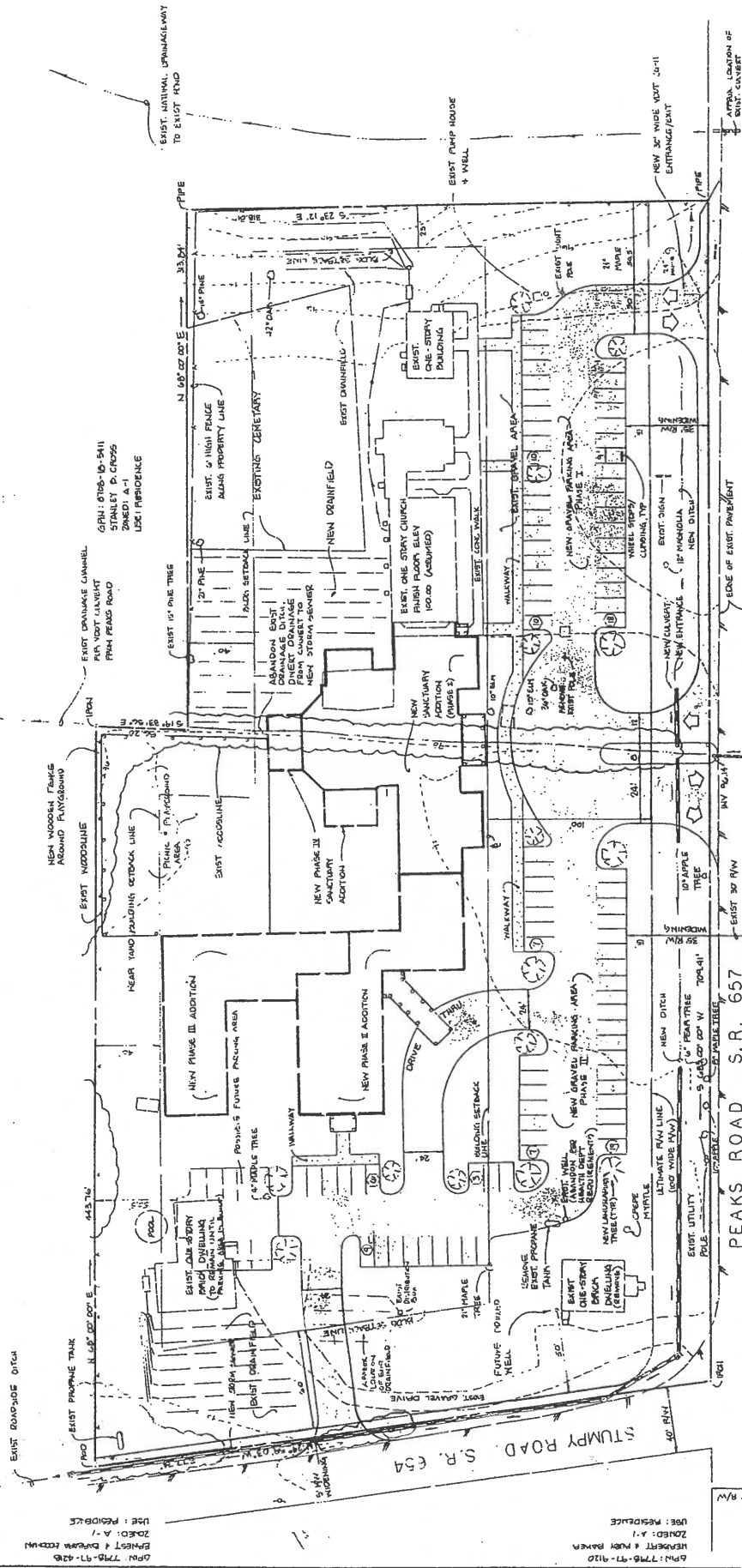
**SITE DATA**

GPN: 8106-07-3335 & 7417  
 AREA: 5,802 ACRES  
 OWNER: MRS. JUSTICE LERAMON UNITED METHODIST CH.  
 8402 PEAKS ROAD  
 HANOVER, VA 23049  
 TEL: 703-744-1541

TELEPHONE: 6,000 SF  
 BALLONS AREAS: 21,540 SF  
 EXIST. BUILDINGS: 33,340 SF  
 TOTAL BUILDING AREA: 300 BATHS  
 SHEDS: 100 BATHS  
 NUMBER OF PERSONS: 100

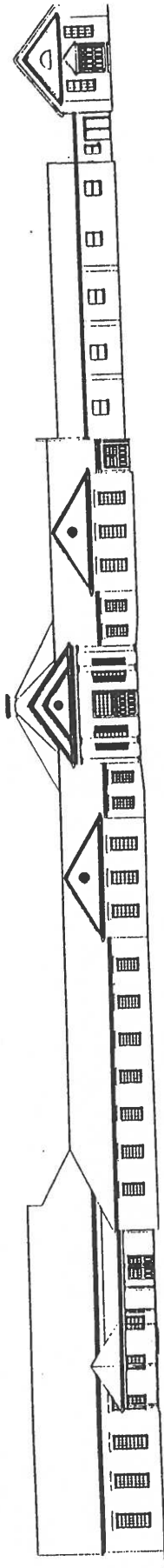
GPN: 8106-10-5411  
 STANLEY P. CROSS  
 2000 W. 10TH ST.  
 LEESBURG, VA 22078

GPN: 8106-17-2025  
 LERAMON UNITED METHODIST CHURCH  
 8402 PEAKS ROAD  
 HANOVER, VA 23049



NO.	DATE	DESCRIPTION
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 OWNER: MRS. JUSTICE LERAMON UNITED METHODIST CH.  
 8402 PEAKS ROAD  
 HANOVER, VA 23049  
 TEL: 703-744-1541



PROPOSED SOUTH ELEVATION

## Community Meeting Notes

## **Community Meeting Notes**

### **CUP2024-00003, Lebanon Methodist Church**

A community meeting for CUP2024-00003, Lebanon Methodist Church, was held on April 16, 2024 at 6:00 pm at the church located at 8492 Peaks Road. The applicant is requesting a conditional use permit to allow a small school within the existing church building. No neighbors or citizens not associated with the church attended the meeting. The following Hanover County representatives were also in attendance:

**Board of Supervisors:** Jeff Stoneman, Beaverdam District

**Planning Commission:** Edmonia Iverson, Beaverdam District

**Planning Staff:** Gretchen Biernot

The applicant gave an overview of the plans for a micro-school (10-15 students) to use the existing church buildings and playground during the week. It was noted that no changes to the exterior of the building or the site are planned with this request. Staff also discussed the next steps of the conditional use permit process.

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

# LEBANON METHODIST CHURCH

Hanover, Virginia

8492 Peaks Road, Hanover, VA 21

Office: 804-746-0

Lebanonmc.

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## NOTIFICATION OF COMMUNITY MEETING

DATE: March 28, 2024

Conditional Use Permit Amendment Applicant: Lebanon Methodist Church, Inc.

Property Location: 8492 Peaks Road, Hanover, Virginia 23069

GPIN(s): 8708-07-7417

Requested Zoning District: Beaverdam

Lebanon Methodist Church, Inc. would like to expand how we engage and serve our local community by adding our ability to host a micro-school on church property. It is our intent to focus on working with local, Christian, micro-schools to offer an alternative education experience and expect the micro-school to be small, initially serving 10 - 15 students during the August - June school year. We believe that the traffic impact of this additional use of our property would be minimal and would be primarily limited to the typical drop off and pick up times of 8 am and 3:30 pm, Monday - Friday during the school year.

We would like to invite you to join us, along with Beaverdam Supervisor Mr. Jeff Stoneman, and Beaverdam Planning Commissioner Ms. Edmonia Iverson at a **Community Meeting on Tuesday, April 16<sup>th</sup> at 6 pm** so we can share details about our plans and give you a chance to see our facilities.

Our application is available for viewing at the Hanover County Planning Department. Should you have any questions or comments, please contact the Planning Department at (804) 365-6171 or reach out to me directly at our church office, 804-746-0980.

Mark Roscoe  
Lead Pastor



A Global Methodist Congregation

## Sketch Plan



