

HANOVER COUNTY PLANNING DEPARTMENT
REQUEST FOR SPECIAL EXCEPTION REVIEW
SE2024-00009, CLOSET FACTORY

Due Date: 05/17/2024

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, May 15, 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

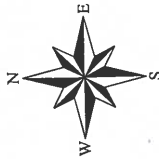
SE2024-00009

Closet Factory

front loading spaces

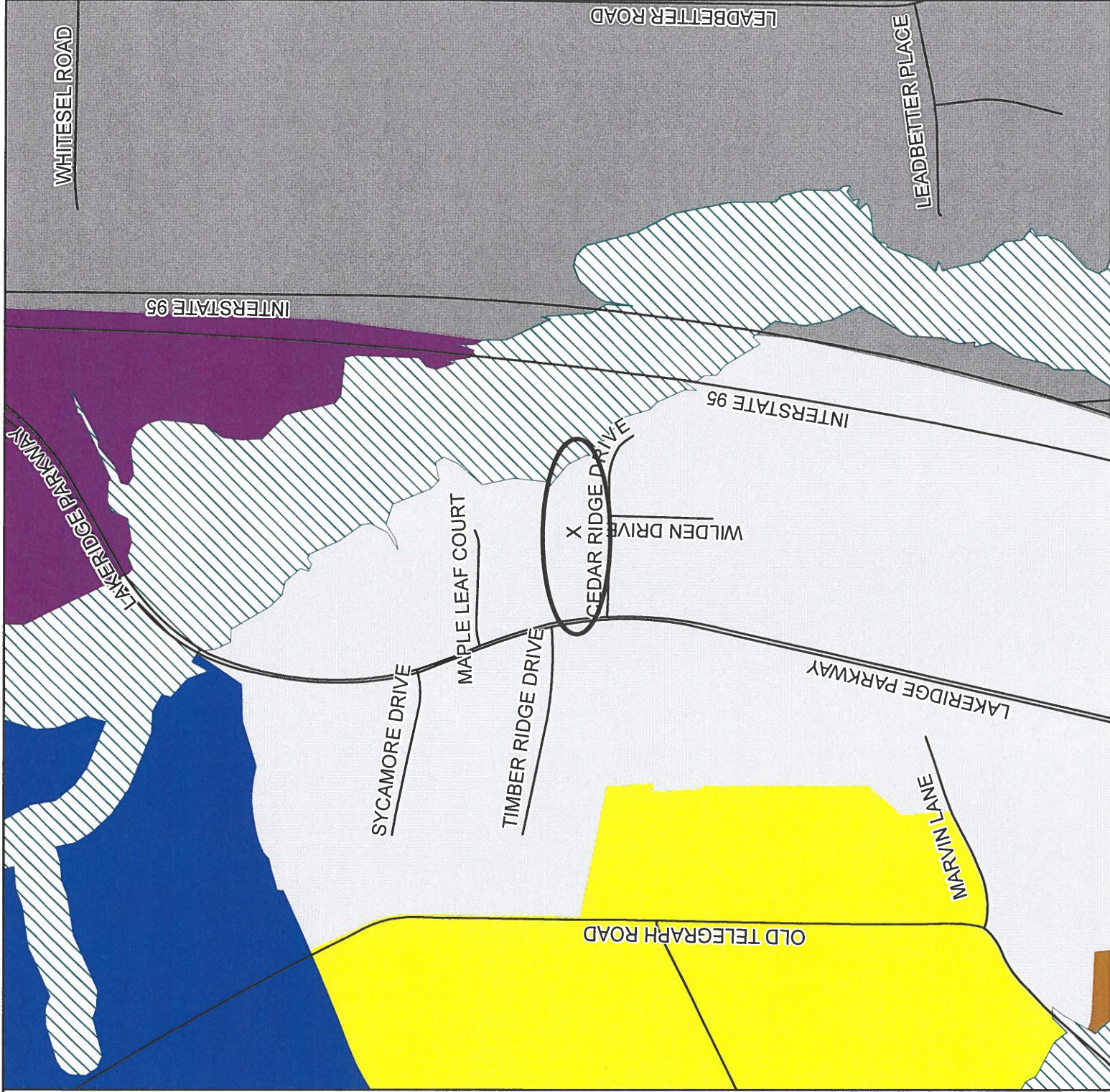
Limited Industrial Land Use

GPIN: 7787-69-2838
South Anna Magisterial District



1 inch = 600 feet

April 29, 2024



**Hanover County,
Virginia**

General Parcel Map

Legend

- Roads
- - - Water
- Structures
- Parcels
- 🌳 Trees

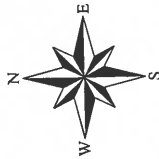
SE2024-00009

Closet Factory

front loading spaces

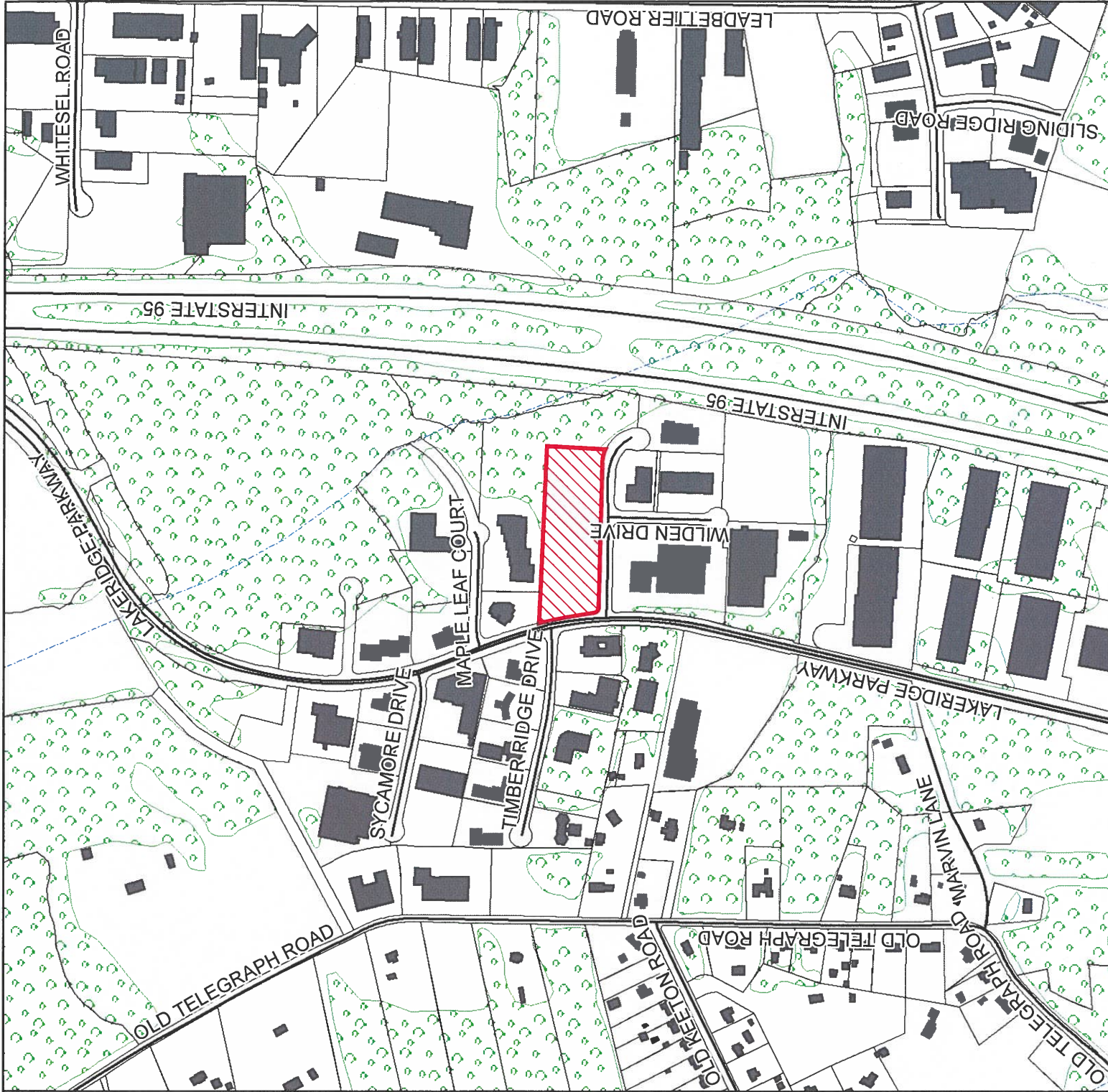
Zoned M-2

GPIN: 7787-69-2838
South Anna Magisterial District



1 inch = 600 feet






























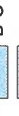





April 29, 2024



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		

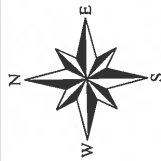
SE2024-00009

Closet Factory

front loading spaces

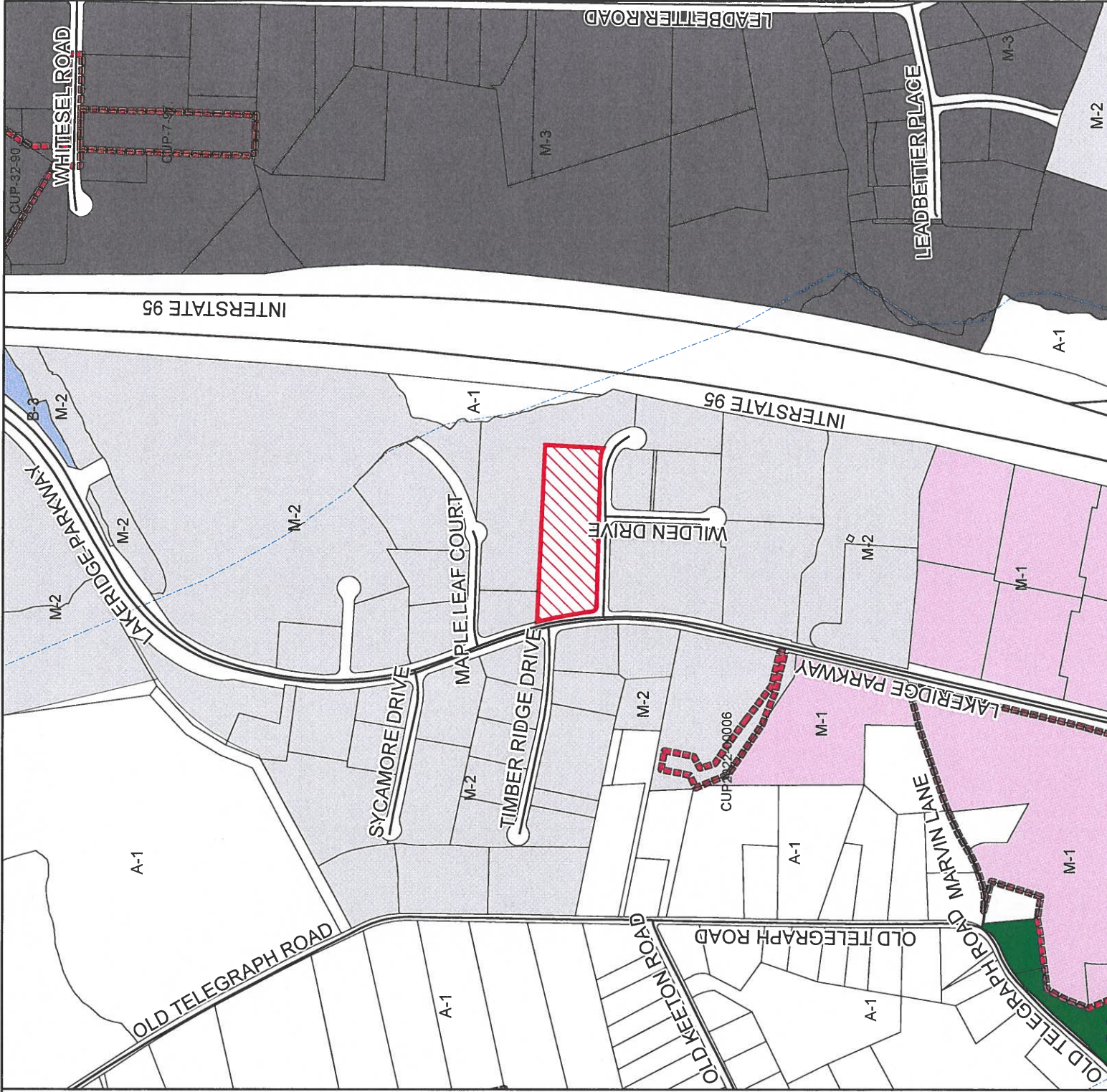
Zoned M-2

GPIN: 7787-69-2838
South Anna Magisterial District



1 inch = 600 feet

April 29, 2024



SE2024-00009



Hanover County Planning Department Application


Request for a Special Exception

Case #: SE2024-00009

Please type or print in black ink.

APPLICANT INFORMATION	
Owner/Applicant: <u>Closet Factory-Bryan Mueller</u>	Telephone No. <u>804-467-5662</u>
Contact Name: <u>Bob Hundley-ARM Group</u>	Fax No. <u>804-550-9259</u>
Address: <u>PO BOX 9318 RICHMOND, VA 23227-0000</u>	Email Address <u>rhundley@armgroup.net</u>

PARCEL INFORMATION	For multiple parcels, please also complete Page 4 <input type="checkbox"/>
GPIN(s)(Tax Parcel #'s) <u>7787-69-2838</u>	Area (acres/square feet) <u>4.227</u>
Deed Book <u>3162</u> Page <u>902</u>	Current Zoning <u>M-2</u>
Magisterial District <u>South Anna</u>	Requested Use/Exception <u>Installation of warehouse doors with front yard opening facing Cedar Ridge Drive as part of building expansion</u>
Location Description (Street Address, if applicable) <input type="checkbox"/> <u>10520 LAKERIDGE PKWY</u>	

SIGNATURE OF OWNER <input checked="" type="checkbox"/> POWER OF ATTORNEY <input type="checkbox"/> CONTRACT PURCHASER <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 	Date <u>4/26/24</u>
Print Name <u>Bryan Mueller</u>	
Signature _____	Date _____
Print Name _____	

QUESTIONS/ LETTERS/ REPORTS SHOULD BE FORWARDED TO THE FOLLOWING**:	
Name <u>Bob Hundley</u>	Telephone No. <u>804-467-5662</u>
Address: <u>9560 Kings Charter Drive</u>	Fax No. <u>804-550-9259</u>
<u>Ashland, VA 23005</u>	Email Address <u>rhundley@armgroup.net</u>
**It is the responsibility of the contact person to provide copies of all correspondence to other interested parties to the application.	

RECEIVED

APR 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  Date 4/24/24
Print Name Bryan Mueller

Signature of applicant/authorized agent _____ Date _____
Print Name _____

Address to which notification letter is to be sent:
10520 LAKE RIDGE PKWY
ASHLAND, VA 23005

If you would like your letter emailed and/or faxed, please make selections, and provide the information below:
 Email RHUNDLE@ARNGROUP.NET Fax _____

FEES

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: _____

COMMONWEALTH OF VIRGINIA)

COUNTY OF HANOVER)

) to-wit:
)

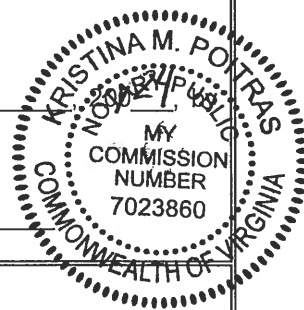
The foregoing instrument was acknowledged before me this 29 day of April
Bryan Maeller (Name of Applicant).

My commission expires:

3/31/25

Kristina M. Poitras

Notary Public



Board of Supervisors Representative:

SUE DIBBLE

List of Adjacent Property Owners:

GPIN	Name	Address
7787-69-0466	R B I CORPORATION	PO BOX 9318 RICHMOND, VA 23227-0000
7787-69-4651	CEDAR RIDGE LAND LLC	10181 CEDAR RIDGE DRIVE ASHLAND, VA 23005
7788-60-4064	MEM PROPERTIES L L C	10189 MAPLE LEAF COURT ASHLAND, VA 23005
7788-50-8186	DOVER BAPTIST ASSOCIATION, TRUSTEES	11006 LAKERIDGE PARKWAY ASHLAND, VA 23005
7788-50-6151	LAWHORN LLC	10220 TIMBER RIDGE DRIVE ASHLAND, VA 23005
7787-59-7810	ANTON PAAR USA INC	10215 TIMBER RIDGE DRIVE ASHLAND, VA 23005

NOTIFICATION OF ZONING APPLICATION SUBMITTAL

TO: Adjacent Property Owner

FROM: ARM Resource on behalf of Closet Factory

DATE: 04/29/2024

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

- Rezoning
- Conditional Use Permit
- Special Exception

Applicant: BTMK Holdings LLC (Closet Factory)

Property Location: 10520 Lakeridge Parkway, Ashland, VA 23005

GPIN(s): 7787-69-2838

Requested Zoning District: South Anna

Requested Use/Exception: Installation of warehouse doors with front yard opening facing Cedar Ridge Drive as part of building expansion

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. N/A GPIN 7787-69-0466
- 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? _____
- b) Is the historic site open to the public? _____
- 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. _____

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

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: 4/29/24

EXPLANATION: (Attach additional sheets, if necessary)

1. This Special Exception is being requested in order to: allow an expansion of the facility and associated truck delivery access to the expanded portion of the facility
Type text here

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

expansion of rear of building is required to allow for growth of customer base and increased productivity; additional loading bay spaces are required to meet business growth demands

3. Describe why the proposed use or exception is desirable and appropriate for the area. What measures will be taken to assure that the proposed use or exception will not have a negative impact on the surrounding vicinity? (For example, this may include traffic or environmental impacts.)

the addition of loading space doors is consistent with other approved exceptions/uses within the industrial park, and additional landscaping may be installed as required

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.)

N/A

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.

COMPLIANCE WITH VDOT & COUNTY TRAFFIC IMPACT ANALYSIS REQUIREMENTS

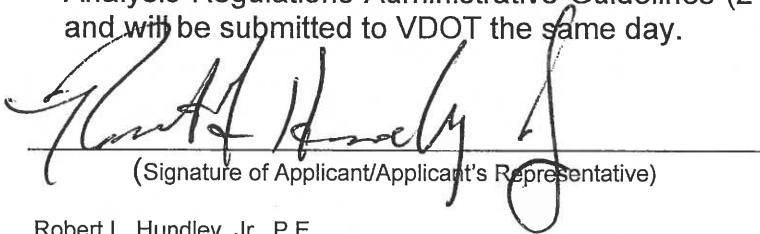
The following must be completed for all applications: The selection below is based on a projected daily trip generation of 113 vehicles per day and a site peak hour trip generation of ~~113~~ 21 vehicles per hour, based on the stipulations of 24 VAC 30-155. The 11th edition (latest edition) of the ITE Trip Generation Manual was used in determining the trip generation (Code Number 110 and Page Number 31/34).

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)

4/29/24
(Date)

Robert L. Hundley, Jr., P.E.
(Applicant/Applicant's Representative – Print Name)

