80 College Street, Suite H
Christiansburg, VA 24073

main (540) 381-4290
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Westwood

August 3, 2026

Montgomery County Planning & GIS Services
Attn: Brea Hopkins, Director of Planning & GIS Services
755 Roanoke Street, Suite 2A
Christiansburg, VA 24073

RE: Application for Unified Special Use Permit (SUP) Amendment and Consolidation
Applicant: Alta Mons, Inc.
Property Location: 2842 Crockett Springs Rd, Shawsville, VA 24162
Current Zoning: Agricultural District (A-1)

Dear Brea,

This letter of application is formally submitted on behalf of the applicant, Alta Mons, Inc., which serves as the outdoor ministry of the Valley Ridge District of the United Methodist Church. The applicant is requesting a consolidated and updated Special Use Permit (SUP) for its established campground and retreat center facility located in the Shawsville, Virginia area, near the Floyd County boundary.

Purpose of Request

The campground operates within the Agricultural District (A-1) by Special Use Permit approval. The existing operations are currently governed by two Special Use Permits which were approved in 1976 and 1987. Over the past fifty years, the camp's physical layout has evolved to meet the needs of its attendees. Various new structures, utility improvements, and recreational features have been constructed on the site since the original approvals were granted.

To resolve this compliance issue, the applicant proposes to consolidate these separate, historical permits into one updated Special Use Permit to cover all participating properties, accurately reflecting the modern, existing layout of the camp.

Included Properties

The following table briefly describes the properties included in the request. Please note the acreages provided are approximate:

Properties Included in Application

Parcel ID	Acreage	Zoning	Existing Use
071198	326.551	A1	Campground
003055	378.000	A1	Campground
020539	65.167	A1	Campground

The parcel (070601) with the United Methodist Church on it has been deliberately excluded from this application.

Existing Conditions

The subject properties encompass the entirety of Bishop Hollow, extending up to the South Fork of the Roanoke River, with Purgatory Creek running through the hollow from above the camp down to the river. The existing conditions on the property, which are further detailed on the attached site map, include the following operational facilities and improvements:

- **Lodging and Assemblies:** The Burrows Retreat Center, four small retreat buildings, and three distinct clusters of cabins for campers. A central dining hall and several instructional huts and pavilions are used for camper educational programs.

- **Administration and Maintenance:** A camp office, a staff cabin, storage facilities, several retreat houses, various camp shelters, a few bathroom facilities, laundry facilities, and a specialized adventure cabin.

- **Recreational Infrastructure:** An outdoor swimming pool, a large central pavilion, an archery field with associated safety structures, a zip line area, and two ropes courses—consisting of a low ropes course near the Burrow Retreat Center (upper camp) and a high ropes course behind the office building (lower camp).

- **Access and Roadways:** The interior circulation of the campground consists primarily of well-maintained gravel and dirt roads. However, the segment of the camp road extending from Allegheny Springs Road to the parking area for the Stiles Falls Trailhead is paved with asphalt to control erosion and facilitate public traffic.

- **Seasonal Camping:** On the north side of Allegheny Springs Road, positioned between the roadway and the South Fork of the Roanoke River, the applicant operates 13 RV campsites available from mid-April to October 31. To ensure proper environmental sanitation, this area is supported by a dedicated sanitary RV dump station and a consolidated dumpster facility. Three wells, including two chlorinated, serve this site.

- **Wetlands:** The campground boundaries include identified wetland areas where Purgatory Creek confluences with the South Fork of the Roanoke River. While a small number of low-impact RV and tent campsites are located near this zone for seasonal camping, no permanent structures are proposed within the wetlands or their immediate buffers. The applicant remains committed to preserving the local riparian ecology and hydrology.

- **Utilities:** The campground relies on self-contained, on-site utility infrastructure engineered to support the seasonal and year-round operational demands of the facility:
  - Water: The facility utilizes groundwater to meet all drinking water requirements. This water is pulled from the historic Crockett Springs located directly on the property.
  - Sanitary Sewer: The site's sanitary sewer infrastructure is served by multiple independent septic tanks distributed throughout the property. These systems conform fully to the standards established by the Virginia Department of Health (VDH).
- **Stiles Falls:** The applicant owns the scenic Stiles Falls located just across the county line in Floyd County. They maintain an established hiking trail leading to the falls which runs through Montgomery County. The applicant continues their historical practice of keeping this trail open to the public during the off-season of the primary summer camp period.

Future Development

The applicant is seeking approval for future development at the camp. The following future facilities are proposed at the camp:

- **Three (3) cabins**, to be constructed in the area across the road from the Willie Jack Cabin and the Staff House.
- **A multi-purpose building**, to be built in the general area of the existing Cedar View and Mountain View Cabins.
- **Yurts**, to be erected in the general area of “the Hut” and the archery facility.

The timeline and future date of the construction of these facilities are undetermined at this time. When the opportune time arrives, the applicant is committed to obtaining all necessary permits prior to construction.

Please contact me if you have any questions.

Sincerely,

WESTWOOD PROFESSIONAL SERVICES

Jake Harding

MONTGOMERY COUNTY VIRGINIA
EST. 1776

DEVELOPMENT REVIEW TEAM
PLANNING | PSA | ENGINEERING
755 Roanoke Street, Suite 2A
Christiansburg, VA 24073

PROPERTY OWNER CONSENT AND AUTHORIZATION

This consent is required to be submitted with all Planning applications.

If the Property Owner is a corporation/other legal entity, please list the corporation/other legal entity as the owner. In such cases, proof of signature authority must be attached as well. If the Property is owned by multiple entities (as in a family trust, or otherwise co-owners), a signed consent form is required to be completed by each individual.

The Property Owner may designate a representative for the application review process.

- The Owner or Representative is solely responsible for the accuracy of the application documentation (electronic and paper forms/drawings/exhibits/narratives, etc.)
- The Owner or Representative is solely responsible for the accuracy and coordination of the submitted application documentation (electronic and paper forms/drawings/exhibits/narratives, etc.) to the County or other jurisdictions requiring permit approval.
- The Owner or Representative is solely responsible for providing access to the property if requested by the County and/or it's agencies.
- The Owner or Representative is solely responsible for payment of all applicable application fees, legal advertisement fees, etc.

AUTHORIZATION BY PROPERTY OWNER(S) (Complete one for each owner)

I, (Printed Name) James E. Pearman Jr, or the authorized representative(s) listed below, are submitting this Application, and am solely responsible for its accuracy and completeness. I understand that incomplete or inaccurate applications can lead to a delay in review and processing. I further confirm that I am the owner of the property at 2842 Crockett Springs Rd, PID(s) # 071998, 003055, 020539, that is/are the subject of this application. I further confirm that I am fully aware of the County's application fee(s) and procedural requirements, and I hereby consent to this application.

James E Pearman Jr 8/13/2026
Property Owner - Signature Date
Chairman of the Board and President

AUTHORIZED REPRESENTATIVE INFORMATION*

I, (Printed Name) Steven M. Semones, confirm that I am the authorized representative for this Application and understand the requirements as noted above.

Steven M Semones
Digitally signed by Steven M Semones
DN: C=US, E=ssemones@balzer.cc, CN=Steven M Semones
Date: 2026.08.13 14:10:07-04'00'
8/13/2026
Authorized Representative Signature Date

*Only used when someone other than the property owner is submitting the application.

Alta Mons, Inc.
2026 Proposed Officers Slate

Board Chair and President - James (Jim) Pearman, Jr.
Treasurer and Vice Chairman - Charles (Chuck) Neely
Secretary - Jennie Weeks
Ronda Wimmer, Executive Director

Brenda Brooks
Hannah Cline Curtis
Todd Fitch
Amy Frary
George Dickenson
Courtney Grubb
Vincient Keeling
Bill Hughes
George Smith
Leroy Worley

BY-LAWS

OF

ALTA MONS, INC.

Adopted by the Board of Directors on January 16, 2014

ARTICLE I

NAME; PRINCIPAL OFFICE

Section 1 - Name. The name of the corporation is ALTA MONS, INC. (the "Corporation").

Section 2 - Principal Office. The principal office of the Corporation shall be located at Crockett Spring Rd., Shawsville, Virginia. The Corporation may have such other offices which shall be located at such places within the boundaries of the Roanoke District of the United Methodist Church (the "District") as the Board of Directors (the "Board") from time to time may determine.

ARTICLE II

PURPOSE

In addition to the purposes set forth in the Articles of Incorporation, the purpose or purposes for which the Corporation is organized are:

A. To organize, own and operate camping, retreat and associated facilities for the use and benefit of the United Methodist Church, its members, and others who may benefit from its services

B. To provide opportunities for persons of all ages to learn, develop and enjoy life-changing experiences in an outdoor retreat setting.

C. To promote learning and personal growth through participation in collaborative group activities.

ARTICLE III

MEETINGS OF MEMBERS

Section 1 - Places of Meetings. All meetings of the members shall be held at such place, either within or without the Commonwealth of Virginia, as from time to time may be fixed by the Board.

Section 2 - Annual Meetings. The annual meeting of the members for the election of the Board and transaction of such other business as may come before the meeting, shall be held at a time and place as shall be determined by the Board.

Section.3 - Special Meetings. A special meeting of the members for any purpose or purposes may be called at any time by the Chairman of the Board or by a majority of the Board, or by a majority of the members entitled to vote with respect to the business to be transacted at such meeting. At a special meeting no business shall be transacted and no corporate action shall be taken other than that stated in the notice of the meeting.

Section 4 - Notice of Meetings. Written or printed notice stating the place, day and hour of every meeting of the members and, in case of a special meeting, the purpose or purposes for which the meeting is called, shall be mailed not less than ten (10) nor more than sixty (60) days before the date of the meeting to each member of record entitled to vote at such meeting, at the address which appears in the list of members of the Corporation. Such further notice shall be given as may be required by law, but meetings may be held without notice if all the members entitled to vote are present in person or by proxy or if notice is waived in writing by those not present, either before or after the meeting.

Section 5 - Quorum. A majority of members entitled to vote with respect to the business to be transacted, who shall be present in person or represented by proxy at any meeting duly called, shall constitute a quorum for the transaction of business. If less than a quorum shall be in attendance at the time for which a meeting shall have been called, the meeting may be adjourned from time to time by a majority of the members present or represented by proxy without notice other than by announcement at the meeting.

Section 6 -Voting. At any meeting of the members, each member shall have one vote, in person or by proxy on matters before the meeting. Every proxy shall be in writing, dated and signed by the member entitled to vote or his duly authorized attorney-in-fact.

ARTICLE IV
BOARD OF DIRECTORS

Section 1- Powers and Responsibilities:

All regulation and management of the Corporation shall be vested in the Board. The Board shall have charge, control and management of the property, affairs and funds of the Corporation, and also shall have the power and authority to do and perform all acts and functions not inconsistent with these By-Laws, the laws of the Commonwealth of Virginia or the Articles of Incorporation of this Corporation.

Section 2- Composition:

The Board shall be composed of not less than 9 and not more than 15 members, who shall be elected annually by the members, provided, however, that one shall not be elected by the members, but shall be the District Superintendent of the Roanoke District or his appointee.

Section 3- Vacancies:

The Board may declare a vacancy to exist where any member who shall have been absent from all meetings of the Board over twelve (12) consecutive calendar months and/or shall have failed to meet other reasonable standards of conduct which the Board may from time to time approve. Vacancies on the Board due to death, resignation, or other cause will be filled for the unexpired term by the Board.

ARTICLE V
OFFICERS

Section 1- Composition:

The officers of the Corporation shall be a Chairman, Vice Chairman, President, Secretary, Treasurer and Executive Director. All officers shall be elected by the Board at its annual meeting. Any two elected officers other than the offices of Chairman and Secretary may be held by the same person. The Board may also choose such other officers and agents as it shall deem necessary, who shall hold their offices for such terms and shall have such authority and shall perform such duties as from time to time as the Board shall prescribe. Officers designated in this Section will serve as members of the Board.

Section 2- Duties:

The duties of the officers include, but are not limited to the duties for each office described as follows:

A. The Chairman shall preside at all meetings of the Corporation and of the Board. He shall be an ex-officio member of all Committees of the Board, except the Executive Committee, on which he shall act as Chairman. .

B. The Vice-Chairman shall, in the absence of the Chairman, discharge the functions of the Chairman and perform such other duties as may be assigned by the Board.

C. The President shall have the responsibility to sign all deeds, notes, contracts and other instruments of the Corporation, unless otherwise ordered by the Board, and perform all such other duties as are incident to the office or are properly required by the Board. The Board may determine that the office of President can be held by the Chairman.

C. The Secretary shall prepare and be custodian of all records of the Corporation except those kept by the Treasurer. The Secretary shall issue notices of all meetings, keep the minutes, have charge of the corporate seal, books, and records and sign with the Chairman all deeds and other instruments requiring his signature, unless otherwise ordered by the Board, and shall make such reports as are properly required of him by the Board.

D. The Treasurer shall have responsibility for all funds and securities of the Corporation and shall sign all checks, bonds, notes and other instruments of the Corporation requiring his signature, unless otherwise ordered by the Board. The Treasurer shall oversee the deposit and withdrawal of all monies of the Corporation in such bank or banks and instruments as the Board shall direct. The Treasurer shall submit a statement of its assets and liabilities, as well as all receipts and expenditures during the preceding fiscal period as required by the Board. The Treasurer shall give bond with such approved bonding company and in such amount as may be required by the Board, conditioned for the faithful discharge of the Treasurer's duties.

E. The Executive Director shall be the Chief Operating Officer of the Corporation. . The Executive Director shall have all authority and responsibility necessary to operate the Corporation, its facilities, units, subsidiary corporations or other forms of organizational enterprises and all their activities, subject only to the policies and supervision of the Board.

Section 3- Elections:

The Board will elect its officers to serve terms beginning on January 1 and ending on December 31 at each annual meeting.

Section 4- Term:

Officers, except the President, shall serve for one (1) year or until their successors have been duly elected. Officers may be reelected in such office.

Section 5- Removal:

Any officer or agent elected or appointed by the Board may be removed by the Board, whenever in its judgment the best interests of the Corporation shall be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the person so removed. Election or appointment shall not of itself create contract rights.

Section 6- Vacancies:

A vacancy in any officer position because of death, resignation, removal, disqualification or otherwise shall be filled by the Board for the unexpired portion of the term.

ARTICLE VI
MEETINGS OF THE BOARD

Section 1- Regular Meetings:

The Board shall meet regularly not less frequently than four times during the fiscal year at a time and place fixed by the Board. At each regular meeting of the Board, the Treasurer of the Corporation shall present a financial report of the financial condition of the Corporation and of the results of its operations and reports of other committees shall be given to the extent necessary. Other regular meetings may be held without other notice than by resolution of the Board.

Section 2- Special Meetings:

Special meetings of the Board may be called by or at the request of the Chairman or at the request of three or more of the Board members. The person or persons calling such meeting may fix any time or place for holding any special meetings of the Board. Notice of any special meeting shall be given at least five (5) days prior thereto by written notice delivered personally or mailed/emailed to each Board member at the address designated by the Board member for that purpose or, if none is designated, at the last known address. If mailed/emailed, such notice shall be deemed to be delivered when sent.

Section 3- Manner of Acting:

The Act of the majority of the Board members present at a meeting at which a quorum is present shall be the act of the Board.

Section 4- Quorum:

A majority of the Board members then in office shall constitute a quorum for the transaction of business at any meeting of the Board.

Section 5- Presence by Means of Telephone:

A Board member participating in a meeting by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other shall be deemed to be present at the meeting.

Section 6- Action by Board Without a Meeting:

Any action required or permitted to be taken at any meeting of the Board or any committee thereof may be taken without a meeting if before or after the action all members of the Board or of the committee, as the case may be, shall have signed a written consent. Any such written consents shall be filed with the minutes of the proceedings of the Board or of the committee. The Board is also allowed to act by use of electronic means for the distribution of material and receipt of votes with the requirement that a vote be received from all Board members eligible to vote on the matter coming before the Board.

Section 7- Waiver of Notice by Board:

Whenever any notice is required to be given to any Board member under the provisions of these bylaws or under the provisions of any statute, a waiver thereof in writing, signed at any time, whether before or after the time of meeting, by the Board member entitled to such notice, shall be deemed equivalent to the giving of such notice. The attendance of a Board member at a meeting shall constitute a waiver of notice of such meeting except where a Board member attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice or waiver of notice of such meeting.

ARTICLE VII
COMMITTEES

Section 1- Composition:

The Chairman may designate one or more committees to consist of one or more of the Board members and may designate one or more Board members as alternate members of any committee, who may replace any absent or disqualified member at any meeting of the committee. The Chairman shall have the power at any time to fill vacancies in, to change the constituency of the members of, or to discharge any such committee, or to designate additional committees. The Chairman shall have the power to appoint employees of the Corporation who are not members of the Board to serve as advisory, non-voting consultants to any such committees.

Section 2- Standing Committees:

The Board may establish standing committees for the purpose of developing and sustaining affairs related to the key aspects of effective enterprise leadership and stewardship. Each committee shall be chaired by a member of the Board. Each committee shall have a charter approved by the Board that states its mission and guidelines for carrying out its assigned functions. The standing committee (s) shall be as follows:

A. Executive – The Executive Committee shall (i) deal with matters of venture governance and oversight; (ii) will act as the organizational coordinator; and (iii) be entrusted with full power to act for the Board in the interim between meetings of the Board. Minutes shall be kept of all meetings of the Executive Committee and all actions taken, and a copy shall be distributed to each member of the Board within a reasonable time after the meeting. It will be chaired by the Chairman and be composed of the Officers, Executive Director, and such other members as appointed by the Chairman.
B. Other Standing Committees – The Board may establish other standing committees as it deems necessary to carry out effective enterprise leadership and stewardship.

Section 3- Other Committees:

The Board may establish such special committees, counsels, task forces or teams, as it may from time to time determine. These committees shall be formed for a specific purpose and time frame.

The Chairman shall appoint the members of all such groups with such confirmation or approval as the Board may from time to time direct.

ARTICLE VIII
FINANCIAL

Section 1- Fiscal Year:

The fiscal year for Corporation shall begin on January 1 and end December 31 of each year.

Section 2- Investments:

Subject to limitations imposed by any donor, and which are accepted by the Corporation, the Board shall have the authority to invest and reinvest the assets of the Corporation in such investments as an ordinarily prudent man of intelligence and integrity, who is the trustee of moneys of others would purchase in the exercise of reasonable care, judgment and diligence, under the conditions existing at the time of purchase, having due regard for the management, reputation and stability of the issuer and the character of the particular securities.

Section 3- Depository:

All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in such banks, or other depositories as the Board may select.

Section 4- Independent Review:

The books and records of the Corporation shall be reviewed at the end of each fiscal year by an independent accountant or other independent entity designated by the Board.

ARTICLE IX
BOOKS AND RECORDS

The Corporation shall keep correct and complete books and records of account and shall keep minutes of the proceedings of its Board. Any books, records and minutes may be in written form or in any other form capable of being converted into written form within a reasonable time.

ARTICLE X
AMENDMENTS

These Bylaws may be altered or amended by the Board, provided that a quorum is present and that notice of such meeting and the substance of the proposed changes are sent to each Board member ten (10) days in advance of the meeting.

DATA SOURCE: LOCAL GOVT GIS, FEMA, FWS, USDA, USGS, VDEM, VDOT.

CONCEPT PLAN NOTE: THIS PLAN IS FOR CONCEPTUAL PLANNING PURPOSES AND HAS BEEN PREPARED USING COMPILED INFORMATION. A CURRENT FIELD SURVEY HAS NOT BEEN PERFORMED TO VERIFY ALL EXISTING CONDITIONS ON-SITE.

Last Saved by: jHarding
Plot Date/Time: 8/3/2026 11:24 AM
Drawing: N:\0082928.00\05 Service Groups\Planning\01_CAD\Camp Alta Mons Base

Westwood
Westwood Professional Services, Inc.
80 COLLEGE STREET, STE H
CHRISTIANSBURG, VA 24073
T: 540.381.4290
westwoodps.com

CAMP ALTA MONS

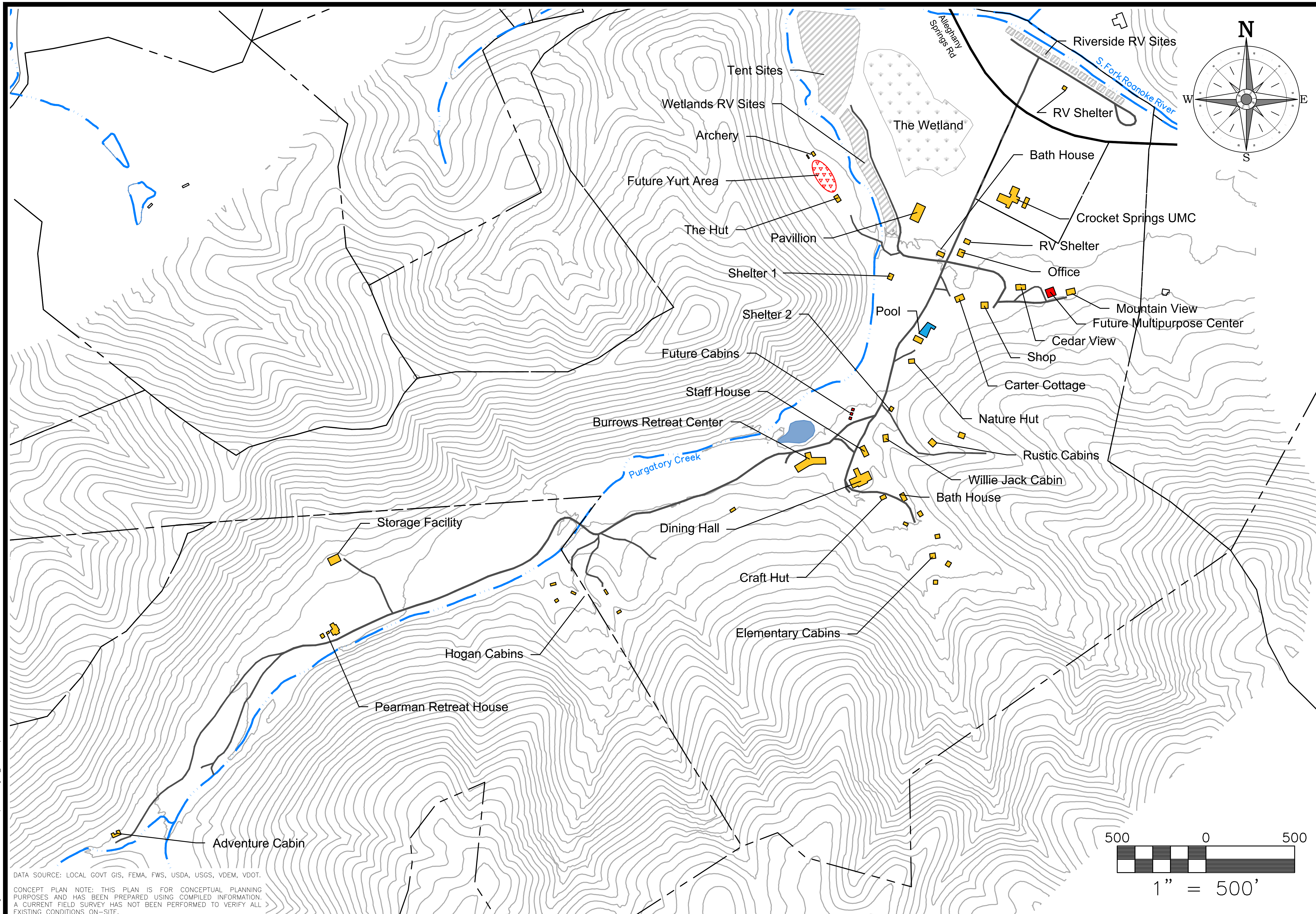
PARCEL MAP

MONTGOMERY COUNTY
2842 CROCKETT SPRINGS ROAD, SHAWSVILLE, VA 24162

DRAFTER: JRH/MSL
DESIGNER: JRH/MSL
CHECKED: SMS/JRT
DATE: 8/3/2026
SCALE: 1" = 1000'

R0082928.00

SUP 1



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CAMP ALTA MONS

MASTER PLAN

MONTGOMERY COUNTY
2842 CROCKETT SPRINGS ROAD, SHAWSVILLE, VA 24162

DRAFTER: JRH/MSL
DESIGNER: JRH/MSL
CHECKED: SMS/JRT
DATE: 8/3/2026
SCALE: 1" = 500'

R0082928.00

SUP 2