

**CERTIFICATION REQUIRED FOR  
LEGISLATIVE LAND DEVELOPMENT APPLICATIONS AND  
APPEALS AND VARIANCES TO THE BOARD OF ZONING ADJUSTMENT  
UNDER THE 1972 LOUDOUN COUNTY ZONING ORDINANCE**

**AFFIDAVIT**

REGARDING NOTIFICATION REQUIREMENTS FOR:

LEGI-20\_\_ - \_\_\_\_, \_\_\_\_\_:  
(LEGI number, Application name)

\_\_\_\_\_  
(Application number(s))

located on parcel identification number PIN(s): \_\_\_\_\_.

STATE/Commonwealth of \_\_\_\_\_

CITY/COUNTY OF \_\_\_\_\_, to-wit:

I, \_\_\_\_\_, the undersigned, being first duly sworn,  
do hereby depose and certify as follows:

1. In accordance with *1972 Loudoun County Zoning Ordinance* Section 1207 and Code of Virginia § 15.2-2204, the abutting property owners listed on the attached sheet were notified of the \_\_\_\_\_ public hearing  
(month day, year)

before the (check one) ☐ Board of Supervisors ☐ Planning Commission ☐  
Board of Zoning Appeals, to be held at the Board of Supervisors' Meeting  
Room, Loudoun County Government Center, 1 Harrison Street, S.E.  
Leesburg, Virginia [unless otherwise noted] at \_\_\_\_\_.  
(time)

2. That a sample notification letter and list of the names of abutting landowners and occupants is attached.

3. That said notification was mailed from \_\_\_\_\_, on  
(name of Post Office)  
\_\_\_\_\_ by \_\_\_\_\_ mail.  
(month day, year) (first class/certified)

4. That pursuant to *1972 Loudoun County Zoning Ordinance* Section 1207 et. seq., signs furnished by the County, indicating the date, time and place of

the public hearing before the Loudoun County (check one) ☐ Board of Supervisors ☐ Planning Commission ☐ Board of Zoning Appeals were placed within 10 feet of the boundary line of the subject real property abutting each of the public roads along the boundaries of the above-identified property, and that said signs, when erected, were clearly visible from the said roads with the bottom of the signs being not less than two and one-half feet above the ground.

5. That this posting was accomplished on \_\_\_\_\_.  
(month day, year)

6. Pursuant to 1972 Loudoun County Zoning Ordinance Section 1207.3, said signs were maintained up to the time of the public hearing.

WITNESS the following signature:

\_\_\_\_\_  
Check one: ☐ Applicant or ☐ Representative

\_\_\_\_\_  
(first name, middle initial, last name, and title of signee)

Sworn and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
(Signature of Notary Public)

\_\_\_\_\_  
(Notary Registration Number)

\_\_\_\_\_  
(Commission Expires)