

**CERTIFICATION REQUIRED FOR
LEGISLATIVE LAND DEVELOPMENT APPLICATIONS AND
APPEALS AND VARIANCES TO THE BOARD OF ZONING APPEALS
UNDER THE 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:

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

1. In accordance with the *Loudoun County Zoning Ordinance* and Code of Virginia § 15.2-2204, the property owners listed on the attached sheet were notified of the _____ public hearing before the _____
(month day, year)
(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. Notification to property owners consisted of written notification mailed to each listed property owner or their agent at least five calendar days before the referenced public hearing, in accordance with Code of Virginia § 15.2-2204 (B).

3. A sample notification letter and a list of the names of property owners, their agents and occupants to whom notification was sent, are attached hereto.
4. That said notification was mailed from _____, on _____ (name of Post Office) _____ by _____ mail. (month day, year) (first class/certified)
5. Placards furnished by the County, containing the date, time and place of the public hearing before the (check one) ☐ Board of Supervisors ☐ Planning Commission ☐ Board of Zoning Appeals, were posted on the property at least 21 calendar days prior to the public hearing, and further, that said placards have been maintained up to the time of said hearing pursuant to *Loudoun County Zoning Ordinance* Section 10.01.G.1.b.
6. That this posting was accomplished on _____. (month day, year)

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)