



## Agenda Item V. A.

**Meeting Date:** June 20, 2017

**Department:** Planning/Zoning

**Topic:** **Special Exception Request (2017-04) - Stinnett**

**Board Action:** The Board is being asked to approve a special exception request for a used automobile sales lot.

**Attachment:** Special Exception packet

**Summary:** Kevin Scott Stinnett submitted a request for a special exception in the B-2 General Commercial District. The purpose of the special exception is to allow a used automobile sales lot. Currently, the applicant repairs vehicles at the location, which is 121 Highview Drive. On May 18, 2017 the Amherst County Planning Commission approved the request with the following conditions.

1. Trash Disposal: If an outdoor trash facility is used, the trash disposal facility shall be placed in an area that is not visible from a public right-of-way and in an area that is not objectionable to neighboring properties. If it is visible from a public right-of-way (as determined by the Zoning Administrator) or objectionable to a neighboring property owner, a wooden privacy fence shall be erected around the trash facility. The fence shall be a wooden slat fence that is a minimum of six (6) feet in total height.
2. Lighting: Lighting facilities shall be so arranged that light is reflected away from adjacent properties and streets.
3. Sight Distance: The placement of all automobiles for sale shall be located in an area that does not affect any vehicular sight distance.
4. Outdoor storage: No miscellaneous items shall be stored outside the building other than vehicles that are for sale.
5. Operative Motor Vehicles: All vehicles for sale must be in operating condition.
6. Vehicles for Sale: The maximum number of vehicles for sale shall not exceed the minimum required parking spaces required in Section 602 of the Amherst County Zoning Ordinance.
7. Health Department: The applicant shall receive confirmation from the Virginia Department of Health that the drain field will not be adversely impacted from the change in use.

**Recommendation:** That the Board approve Special Exception 2017-04 with the conditions recommended by the Planning Commission.

## **Notice of Public Hearing of the Amherst County Board of Supervisors**

The Amherst County Board of Supervisors will conduct a public hearing during its regular meeting on Tuesday, June 20, 2017 at 7:00 P.M., or as soon thereafter as may be heard, in the Amherst County Administration Building, 153 Washington Street, Amherst, Virginia, 24521, to consider the following request:

### **SPECIAL EXCEPTION REQUEST, NO. 2017-04**

Request by Kevin Scott Stinnett for a special exception in the B-2 General Commercial District.

The purpose of the special exception is to allow a used automobile sales lot. The parcel is located at 121 Highview Drive and is further identified as tax map number 148-A-24.

The proposed hearing packet is available for review Monday through Friday from 8:30 A.M. to 5:00 P.M. in the Office of the County Administrator at the above address.

Accommodations for disabled persons may be made with the Office of the County Administrator by calling 434-946-9400 or (TTD) 434-946-9335 at least three (3) days prior to the hearing date.

Dean C. Rodgers  
Amherst County Administrator

**SPECIAL EXCEPTION STAFF REPORT  
JUNE 2017**

**ZONING REQUEST:** 2017-04

**PETITIONER:** Kevin Scott Stinnett

**OWNER:** Paul Peters

**REQUEST:** Request by Kevin Scott Stinnett for a special exception in the B-2 General Commercial District. The purpose of the special exception is to allow a used automobile sales lot.

**LOCATION/ MAP NUMBER:** 121 Highview Drive / 148-A-24

**SIZE:** 2.4 Acres

**ZONING:** B-2 General Commercial District (front)  
R-2 General Residential District (Rear)

**EXISTING LAND USE:** Automotive Repair

**SURROUNDING ZONING/LAND USES:**

**NORTH:** B-2 –Office/Gym

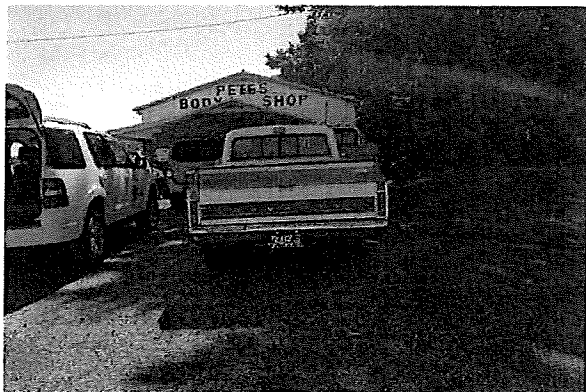
**SOUTH:** B-2 – Residential

**EAST:** R-2 – Residential

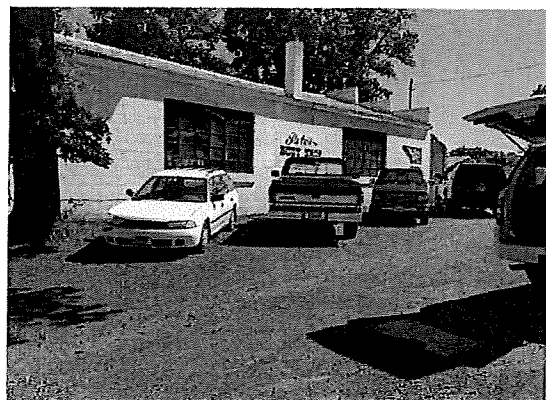
**WEST:** B-2 – Automobile Sales Lot

**LAND USE PLAN DESIGNATION:** Commercial

**SEWER AND WATER CONDITIONS:** Public Water and On-Site Septic



*View of area cars will be parked*



*Second building on parcel*

## ANALYSIS

According to Section 707.03 (2) "*automobile sales, used*" is listed as a special exception uses in the B-2 General Commercial District. The special exception application states that the proposed use will be: "*small auto used car sales*". The property is currently used as an automotive body and mechanical repair shop that performs state inspections.

According to the submitted drawing, the applicant will display the used cars in the front of the building (121 Highview). The applicant wishes to sell five (5) vehicles. The applicant is working with the Virginia Department of Health to determine that the location of the proposed parking areas will not affect the septic system.

## HISTORY ON USED AUTOMOBILE SALES LOTS IN THE B-2 GENERAL COMMERCIAL DISTRICT

### **Zoning Case #2015-05 Joseph Cruz**

Request by Joseph Cruz to operate a used automobile sales lot in the B-2 General Commercial District. The applicant wishes to continue to operate an automotive repair garage as well as the proposed use of automobile sales on the same lot. The property is located at 5363 South Amherst Highway and is further identified as tax map number 160A1-A-2.

1. Trash Disposal: If an outdoor trash facility is used, the trash disposal facility shall be placed in an area that is not visible from a public right-of-way and in an area that is not objectionable to neighboring properties. If it is visible from a public right-of-way (as determined by the Zoning Administrator) or objectionable to a neighboring property owner, a wooden privacy fence shall be erected around the trash facility. The fence shall be a wooden slat fence that is a minimum of six (6) feet in total height.
2. Lighting: Lighting facilities shall be so arranged that light is reflected away from adjacent properties and streets.
3. Sight Distance: The placement of all automobiles for sale shall be located in an area that does not affect any vehicular sight distance.
4. Outdoor storage: No miscellaneous items shall be stored outside the building other than vehicles that are for sale.
5. Property Owner Consent: Written permission from the property owner to change the use.
6. Operative Motor Vehicles: All vehicles for sale must be in operating condition.
7. Vehicles for Sale: The maximum number of vehicles for sale shall not exceed the minimum required parking spaces required in Section 602 of the Amherst County Zoning Ordinance for the combined uses permitted on tax map number 160A1-A-2.

### **Zoning Case #2013-17 Royal Chevrolet Cadillac Inc.**

Request by Royal Chevrolet Cadillac Inc., for a special exception in the B-2 General Commercial District. The purpose of the special exception was to allow an automobile used car sales lot and an automotive repair garage. The property was located at 4454

South Amherst Highway. The request was recommended for approval by the Planning Commission on November 21, 2013 and was approved by the Board of Supervisors on December 17, 2013 with the following conditions:

1. Trash Disposal: If an outdoor trash facility is used, the trash disposal facility shall be placed in an area that is not visible from a public right-of-way and in an area that is not objectionable to neighboring properties. If it is visible from a public right-of-way (as determined by the Zoning Administrator) or objectionable to a neighboring property owner a wooden privacy fence shall be erected around the trash facility. The fence shall be a wooden slat fence that is a minimum of six (6) feet in total height.
2. Lighting: Lighting facilities shall be so arranged that light is reflected away from adjacent properties and streets.
3. Sight Distance: The placement of all automobiles for sale shall be located in an area that does not affect any vehicular sight distance.
4. Outdoor storage: No miscellaneous items shall be stored outside the building other than vehicles that are for sale and or waiting repair.
5. Hours of operation:
  - i. Monday - Saturday 7AM - 9 PM
  - ii. Closed on Sunday

#### **Zoning Case #2013-10 – Virginia Select Auto**

This was a request by Virginia Auto Select for a special exception request in the B-2 General Commercial District. The purpose of the special exception was to allow used automobile sales and an automotive repair garage. The property is located at 1873 South Amherst Highway (former Amherst Motors). The request was recommended for approval by the Planning Commission in May of 2013 and approved by the Board of Supervisors on June 18, 2013 with the following conditions:

1. Drainfield: The applicant shall consult with the Department of Health to ensure that the drainfield serving the parcel can accommodate the proposed use.
2. Trash Disposal: If an outdoor trash facility is added, a wooden privacy fence shall be erected around the dumpster and shall be placed in the rear yard. The fence shall be a wooden slat fence that is a minimum of six (6) feet in total height.
3. Lighting: Lighting facilities shall be so arranged that light is reflected away from adjacent properties and streets.
4. Sight Distance: The placement of all automobiles for sale shall be located in an area that does not affect any vehicular sight distance.
5. Outdoor storage: No miscellaneous items shall be stored outside the building other than vehicles that are for sale and or waiting repair.
6. Operative Motor Vehicles: All vehicles for sale must be in operating condition. Vehicles that are waiting repair should be stored in a fenced in area that is fully screened from Route 29 Business. The maximum time any vehicle that is not for sale can be on the parcel is 120 days.
7. Hours of operation:
  - i. Monday - Saturday 7AM - 9 PM

- ii. Closed on Sunday
- 8. Entrances: The applicant should contact the Virginia Department of Transportation to ensure that the entrances provide safe access to and from the site.

**Zoning Case #2012-16 – Ronnie Wright**

Request by Ronnie Wright for a special exception in the B-2 General Commercial District. The purpose of the special exception is to allow a used automobile sales lot and an automotive repair garage. The parcel is located at 2079 South Amherst Highway and is further identified as tax map number 124-A-62. The request was approved by the Board of Supervisors with the following conditions:

1. Drainfield: The applicant shall consult with the Department of Health to ensure that the drainfield serving the parcel of land will not be affected by the proposed increase in vehicles. The applicant shall provide a written letter from the Department of Health to the Amherst County Planning Department confirming that the vehicles will not affect the drainfield.
2. Paving or Surface Treating: In accordance with Section 602.02 the parking area shall be surface treated or paved to eliminate dust.
3. Parking: All vehicles shall be parked in a designated parking area that is 9' x 18' in size. The parking lot shall have an isle width of at least twenty-two (22) feet.
4. Trash Disposal: If an outdoor trash facility is added, a wooden privacy fence shall be erected around the dumpster and shall be placed in the rear yard. The fence shall be a wooden slat fence that is a minimum of six (6) feet in total height.
5. Lighting: Lighting facilities shall be so arranged that light is reflected away from adjacent properties and streets.
6. Sight Distance: The placement of all automobiles for sale shall be located in an area that does not affect any vehicular sight distance.
7. Outdoor storage: No miscellaneous items shall be stored outside the building other than vehicles that are for sale and or waiting repair.
8. Operative Motor Vehicles: All vehicles for sale must be in operating condition. Vehicles that are waiting repair shall be stored in a fenced in area that is fully screened from Route 29 Business. A maximum of five (5) vehicles waiting repair may be stored outside. The maximum time any vehicle that is not for sale can be on the parcel is 120 days.
9. Hours of operation:
  - i. Monday - Saturday 7AM - 7 PM
  - ii. Closed on Sunday
10. Entrances: Prior to the issuance of a zoning permit, the applicant shall contact the Virginia Department of Transportation to determine if the existing entrances will require further review and to determine if they are adequate.
11. Vehicles for Sale: Maximum of seventeen (17) vehicles for sale at any one time, the vehicles shall be located on the property as indicated on the site plan.

**Zoning Case #2011-01 – Satya Narayan**

Request by Sajal Narayan for a special exception that would amend conditions that were placed on a previous special exception hearing. The condition was imposed on April 20, 2010 which allowed a maximum of fifteen (15) vehicles for sale at any one time. The request was to extend the number of vehicles for sale to a maximum of forty-two (42).

On May 17, 2011 the Amherst County Board of Supervisors approved the special exception modification to the original condition to allow a maximum of forty-two (42) vehicles.

**Zoning Case #2010-22 – William T. Masencup**

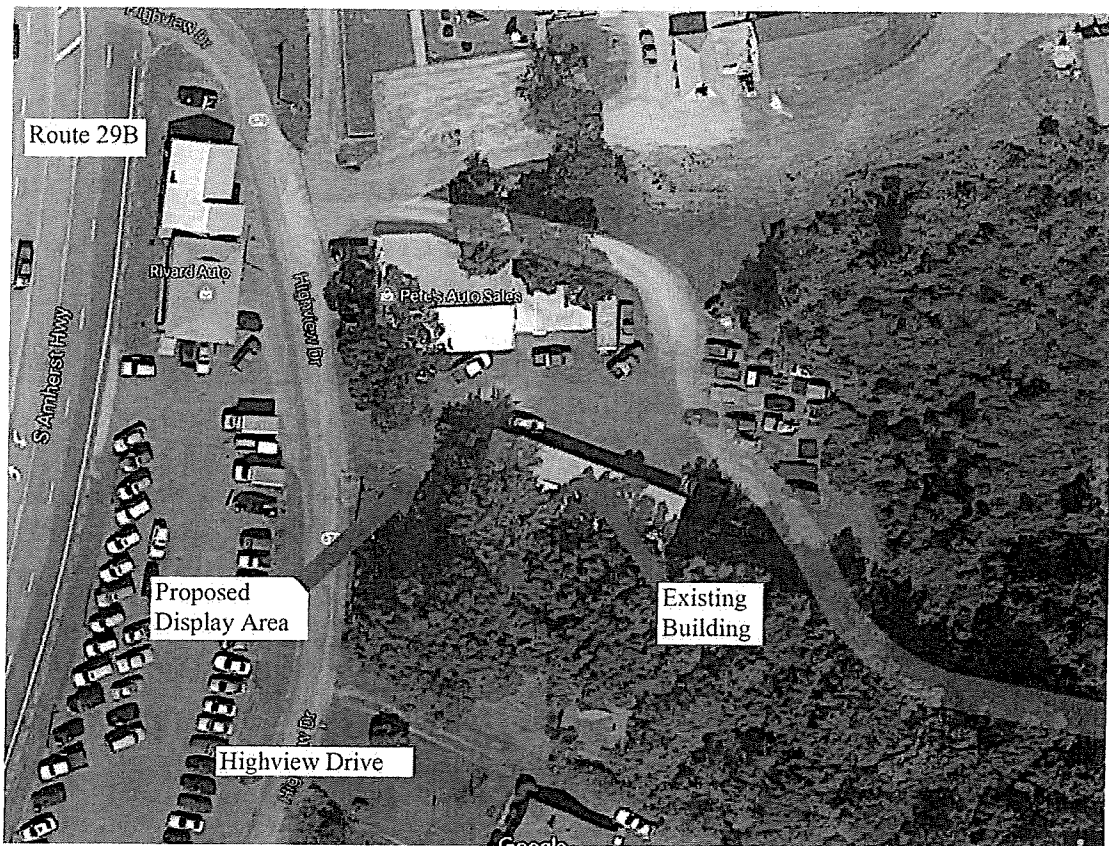
Request by William T. Masencup for a special exception request in the B-2 General Commercial District. The purpose of the special exception is to allow an automotive repair garage, mechanical and/or body shop. Additionally, the request is for a change in an existing condition that allowed a maximum of twelve (12) vehicles for sale. The condition was made on September 7, 1999 stated: *"no more than twelve (12) vehicles for sale be out front"*. The request is to extend the number of vehicles for sale to a maximum of thirty-five (35) vehicles. The parcel is located at 1340 North Amherst Highway and is further identified as tax map number 83-A-16A.

On February 17, 2011 the Amherst County Planning Commission recommended approval of the special exception with four (4) staff recommended conditions. On March 15, 2011, the Amherst County Board of Supervisors approved the request with the four (4) recommended conditions, they were:

- 1) Lighting facilities shall be so arranged that light is reflected away from adjacent properties and streets.
- 2) The maximum number of vehicles that will be allowed for sale is thirty-five (35). Each vehicle must be located in a designated parking space that is 9'x18' in total size.
- 3) All vehicles needing repairs be kept in the fenced-in area with the exception of towed vehicles dropped off at night. However, vehicles that were dropped off at night must be placed in the fenced in area by 12 noon of the next business day. All other equipment shall be stored inside.
- 4) The placement of all automobiles for sale shall be located in an area that does not affect any vehicular sight distance.



## AERIAL PHOTOGRAPH:



**TRAFFIC IMPACT:** Access to the property is provided by Highview Drive. Highview Drive connects to Route 29 Business at its terminus on both ends. Route 29 Business is classified as a Principle Arterial. According to aerial imagery, two existing entrances provide access to the property from Highview Drive.

## REQUIREMENTS OF A SPECIAL EXCEPTION

- The proposed special exception should be harmonious with and in accordance with the general objectives of the comprehensive plan;
- The proposed manufactured home should be designed, constructed, operated, and maintained so as to be harmonious with the intended character of the general vicinity;
- The proposed use should be served adequately by essential public facilities and services such as streets, police and fire protection, schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services;
- The proposed use will not create excessive additional requirements at public costs for public facilities and services and will not be detrimental to the economic welfare of the community;

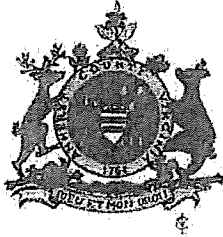


- The proposed use will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by the reason of excessive production of traffic, smoke, fumes, glare, odors, or water pollution;
- The proposed use should not have vehicular approaches to the property which shall be so designated as not to create any interference with traffic on surrounding public streets or roads; and
- The proposed use does not result in the destruction, loss or damage of a natural scenic or historic feature of major importance.

**PLANNING COMMISSION RECOMMENDATION:**

On May 18, 2017, the Amherst County Planning Commission recommended approval with the following conditions:

1. Trash Disposal: If an outdoor trash facility is used, the trash disposal facility shall be placed in an area that is not visible from a public right-of-way and in an area that is not objectionable to neighboring properties. If it is visible from a public right-of-way (as determined by the Zoning Administrator) or objectionable to a neighboring property owner, a wooden privacy fence shall be erected around the trash facility. The fence shall be a wooden slat fence that is a minimum of six (6) feet in total height.
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4. Outdoor storage: No miscellaneous items shall be stored outside the building other than vehicles that are for sale.
5. Operative Motor Vehicles: All vehicles for sale must be in operating condition.
6. Vehicles for Sale: The maximum number of vehicles for sale shall not exceed the minimum required parking spaces required in Section 602 of the Amherst County Zoning Ordinance.
7. Health Department: The applicant shall receive confirmation from the Virginia Department of Health that the drainfield will not be adversely impacted from the change in use.



APPLICATION FOR A ZONING PERMIT /  
SPECIAL EXCEPTION  
Amherst County, Virginia

The undersigned applicant wishes to petition Amherst County for an amendment, supplement, or change in the district boundaries or zoning classification on the Official Zoning Map. Please refer to Section 1004 of the zoning ordinance regarding changes to the Official Zoning Map. Please call the Department of Planning and Zoning at 434-946-9303 if you have any questions regarding the County zoning map or zoning ordinance.

Applicant / Property Owner Information

Kevin Scott Stinnett

Applicant Name

121 Highview DR Mad Hts VA 24577  
Applicant Address City/Town State Zip Code

434 929-7271 same Pites Body Shop@verizon.net  
Applicant phone number Applicant fax number Applicant E-Mail

You are the ( ) property owner; (☒) agent for the property owner.

If you are the agent for the property owner, do you have consent of the owner attached? Please circle one: Yes (☒) No

Paul R. Peters Sr

Property Owner Name

121 Highview DR Mad Hts VA 24577  
Property Owner Mailing Address City/Town State Zip Code

434 929-7271 same Pites Body Shop@verizon.net  
Property owner telephone number Property owner fax number Property owner E-Mail

Location of Property

121 Highview DR 148-A-24  
Street Address Tax parcel ID number

General Description of Property

Auto Body Shop + Garage

Current Use(s) of Property

Auto Body + Mech Repair STATE Inspection Station

Proposed Use(s) of Property .

(small Auto used car sales) NO MORE THAN 5 CARS ANYTIME FOR SALE

Total Acreage: Approx 2

Check all categories that apply for the parcels requesting to be heard for special exception:

Public water ☒ Private wells \_\_\_\_\_  
Public sewer \_\_\_\_\_ On-site septic systems ☒ Mass drainfield(s) \_\_\_\_\_

Comprehensive Plan Land Use Designation: Business Commercial

Current Zoning:  
(please circle one)

P-1 A-1 R-1 R-2 R-3 V-1 B-2 M-1 FH Other \_\_\_\_\_

Requested Special Exception Code Section: 707.03.2

VDOT Review: Will the proposed development require Chapter 527 review? YES NO

Petitioner Comments (Continue on separate sheets if necessary.)

How will the proposed special exception affect adjacent property?

NO AFFECT

How will the proposed special exception affect the character of the district(s) surrounding the property?

NO AFFECT

How is the use in harmony with the purpose and intent of the Zoning Ordinance?

PROPERTY had previously been used as Dealer since 1973

How is the use in harmony with the uses permitted by right in the district?

The use is in conduct of Retail Business

How will the use promote the public health, safety, and general welfare of the community?

Property has been a Garage since 1950, Auto body shop  
- since 1968 with original owner's son still operating business

Has the Planning Commission and/or Board of Supervisors heard a request for special exception of this property within twelve (12) months of the date of this application? Yes/No (No)

#### Proffers and Conditions

List any conditions or proffers currently associated with this property.

#### Expiration

Any zoning permit shall automatically expire twelve (12) months from the date of issuance if the persons, firm, or corporation to which the permit was issued has not clearly demonstrated that the permit is being exercised for the purpose for which it was issued, or if the work so authorized is suspended or discontinued for a period of twelve (12) months.

#### Application fee and other requirements

A \$300.00 application fee must be paid to the County of Amherst upon submission of this application for the cost of advertising and for expenses of notifying the adjacent property owners and incidental to reviewing, publishing, and processing the application.

A survey plat of the property by a certified land surveyor must accompany this application. The scale must be 1"=100'.

#### Zoning Permit

Has a zoning permit been filled out and attached with this application? Yes \_\_\_ No \_\_\_

#### Signatures

The undersigned Applicant hereby affirms that all information contained herein is accurate to the best of his/her knowledge and confirms that he/she has read the Application and its Instructions and has paid all fees currently due and is aware of costs which may be assessed to Applicant related to this Application process. The undersigned Applicant (and Landowner, if applicable) also authorizes entry onto the subject property by the Zoning Administrator, Planning Director and/or Board of Zoning Appeals and/or Board of Supervisors during the normal discharge of their duties regarding the above Applicant.

Paul R. Peters Sr. 4-21-17

Property Owner Signature

Date

Property Owner Signature

Date

Keari Scott Stimmeth 4.21.17  
Agent Signature Date

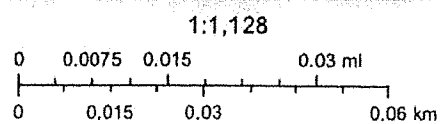
Agent Signature Date

\*\*\*\*\*DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY\*\*\*\*\*

For use by the County of Amherst Department of Planning and Zoning	
Case No. <u>2017-04</u>	
Actions Taken:	
<u>J. Stimmeth / A. Mubheil</u>	<u>4/21/17</u>
County Official Receiving Application	Date
<u>J. Stimmeth</u>	<u>4/21/17</u>
Public Hearing fee received by	Date
Application returned for correction/additional information	Date
Amended application received by	Date
Public Hearing advertised in	Date(s)
Adjacent property owner(s) notified by mail	Date
Action by Planning Commission	Date
Action by Board of Supervisors	Date



April 21, 2017



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus OS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



## AMHERST COUNTY TREASURER – PROPERTY TAXES FORM

Case #: 2017-04

Case Request for: Kevin Scott Peters (owner: Paul R. Peters)

Date Contacted Treasurer Department: 5-11-17

Caller: Stacy Starnett

Spoke with: Kay Rowe

Has Owner Paid All Property Taxes with Amherst County: YES ☒ NO ☐

If Not Please Include Comments: \_\_\_\_\_

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MVDB 19 07/01/2015

## COPY ZONING COMPLIANCE CERTIFICATION

**Purpose:** Use this form to certify that proper zoning is in effect for your business location and the dealer license for which you are applying. Section 46.2-1510 of the Code of states in part, "No license shall be issued to any motor vehicle dealer unless he has an established place of business, owned or leased by him where a substantial portion of the sales activity of the business is routinely conducted and which: (1) Satisfies all local zoning regulations."

**Instructions:** Applicants complete the business information section and check each dealer license type for which your are applying. Request the Zoning Official to complete and sign the zoning compliance certification. The zoning certification must be completed and signed within the 30 days before dealership opening. Submit this form to MVDB.

### BUSINESS INFORMATION

Full Name	Last	First	Middle	Suffix (Jr., Sr., I)		
	STINNETT	Kevin	Scott			
Business Name	Trade As Name					
Pete's Body Shop	Cedar Gate Auto					
Business Street Address	City or County		Zip Code			
121 Highview Dr	Madison Heights VA		241572			
Primary Contact Telephone Number	Date of Application (mm/dd/yyyy)					
(434) 929-7271	4-20-17					

### Dealer License Type and Zoning Compliance (check all that apply)

**Instructions for Zoning Officials:** The section below is to be completed and signed by the Zoning Official verifying the applicant has complied with all zoning requirements from the City or County in which the dealership is located and properly zoned for the sale and display of all applicable dealer license types checked below.

<input checked="" type="checkbox"/> Automobile/Truck	Zoning Official Signature
<input type="checkbox"/> Motorcycle	Zoning Official Signature
<input type="checkbox"/> Recreational Vehicle	Zoning Official Signature
<input type="checkbox"/> Trailer	Zoning Official Signature

**Special Conditions/Comments** (To be completed by Zoning Official if applicable)

### Zoning Official Certification

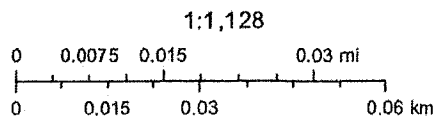
I certify that the above named business is in compliance with the zoning ordinance of this locality for each use for which the applicant is applying (checked above and signed by me).

Zoning Official Name (print)	Zoning Official Name (title)
Zoning Official Name (signature)	Date (mm/dd/yyyy)



April 20, 2017

~5 cars at any time  
 won't have many, just  
 wants to have a license  
 so he could sell



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

# ZONING PUBLIC NOTIFICATION

Case: 2017-04

Board/Commission: Planning Commission  
Board of Supervisors

Public Hearing Dates: May 18, 2017 - Planning Commission  
June 20, 2017- Board of Supervisors

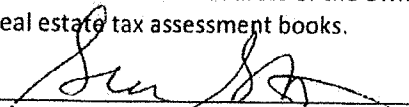
Applicant: Kevin Scott Stinnett  
121 Highview Drive  
Madison Heights, VA 24572

Property Owner  
Paul Peters Sr.  
c/o Petes Body Shop  
121 Highview Drive  
Madison Heights, VA 24572

Tax Map Number: 148-A-24

Adjoining Property Owners:		
Tax Map # 148-A-6	Tax Map # 148F1-10-12	Tax Map # 148-A-29,30
James Price	Eric Robertson	Rivard Auto LLC
166 Green Hill Rd	203 Odins Bow Rd	3789 S. Amherst Hwy
Monroe, VA 24574	Madison Heights, VA 24572	Madison Height, VA 24572
Tax Map# 148-A-9	Tax Map # 148-A-13	
Earl E Jr. & Margaret D. Huffman	Donald & Betty Tyree	
170 Dixie Airport Rd	200 Dixie Airport Rd	
Madison Heights, VA 24572	Madison Heights, VA 24572	
Tax Map# 148-A-10	Tax Map # 148-A-24A	
Edwards T. Aileen B. Young	Mary Jane Peters	
176 Dixie Airport Rd	210 Dixie Airport Rd.	
Madison Heights, VA 24572	Madison Heights, VA 24572	
Tax Map# 148-A-11	Tax Map # 148-A-25	
Reagen P. & Andrea D Pitts	Highview Dr LLC	
184 Dixie Airport Rd	169 Lee Dr.	
Madison Heights, VA 24572	Madison Heights, VA 24572	

I hereby make affidavit that the notices of public hearing for this case as required by Section 15.2-2204 of the Code of Virginia, 1950, as amending, have been sent by first class mail to the last known address of the owners of abutting property as shown on the current real estate tax assessment books.

  
Stacey Stinnett  
Planning & Zoning Administrative Assistant  
May 2, 2017

(Signature)  
  
(Title)

