



COUNTY OF HIGHLAND

DEPARTMENT OF BUILDING AND ZONING

P.O. Box 188 Monterey, Virginia 24465

Phone 540-468-2323
Email hilandbz@htcnet.org
Website highlandcovabz.org

Conditional Use Permit Application

The Highland County & Town of Monterey Zoning Ordinance requires the applicant to get a Conditional Use Permit pursuant to Section: _____

For Office Use Only

FEE: 150.00

Date Received: 4-2-24

Deadline Date: _____

Received By: John Dimmo

Applicant to provide the following information:

Use Applied For: Clip N Dip (Personal Services)

Use Location: 33 Hull Lane Monterey, VA 24465

Applicant Name: Melissa Harper

Applicant Address: 33 Hull Lane Monterey, VA 24465

Applicant Phone Number: 304-668-0135 Cell: 304-668-0135

Landowner Name: Ernie Lightner

Landowner Address: 33 Hull Lane Monterey, VA 24465

Landowner Phone Number: 540-468-2276 Cell: 540-290-1272

Acreage in Parcel: 4.9 Zoning: A Tax Map #: 43-A-9B

Acreage in Request: _____ Election District: _____

1. Describe the intended use.

Grooming Dogs

2. State whether new buildings will be constructed and describe improvements to existing infrastructure.

Existing Building

3. State whether traffic volume will increase significantly in the immediate neighborhood. Describe the type of traffic and the estimated increase.

One or two cars increase a day

4. State the amount of parking required for use as outlined in the Zoning Ordinance and the amount of parking that will be onsite.

6 to 8 car parking

5. List all signs that will be posted or installed on the property. Describe location and size of each sign.

Sign @ end of road on fence

6. List days and hours of operation (include deliveries).

Mon, Tues, Thurs, Friday 4pm-7pm
Sat 8am-12

7. Describe anticipated noise, waste, dust and vapors associated with the use.

Shouldn't be anymore noise with Dog Kennel already have

8. State the number of people to be employed by new use and describe any potential for growth.

None N/A

Ernest Lighter
Signature of Landowner

Meissa Harper
Signature of Applicant or Agent

Conditional Use Permit Application (continued)

LIST NAMES AND COMPLETE MAILING ADDRESSES OF ALL ADJACENT LANDOWNERS, INCLUDING LANDOWNERS ACROSS ANY ROAD. (May use additional pages if necessary.) Names of owners and complete mailing addresses may be found in the Commissioner of Revenue Office in the Highland County Courthouse.

NAME

ADDRESS

Gary + Kay Hull	52 106	Hull Lane Monterey VA 24465
Tray Williams	list but not	Monterey VA 24465
David Piercee (Tony)	mail	Monterey VA 24465
Becky Lightner	240	Lightner Dr Monterey VA 24465
Bobby Geane Simmons	25 Tinkerview Dr	Cloverdale VA 2407

AS APPLICANT FOR THIS CONDITIONAL USE PERMIT, I Melissa Harper (printed name of Applicant) hereby acknowledge that I have faithfully and correctly provided names and complete mailing addresses of all my adjoining property owners and those directly across the street and road. I understand that failure to do so will leave me liable for additional costs for re-advertising and that my request could be delayed until proper notification has been given to all adjoining property owners and those property owners directly across the street or road.

Melissa Harper

Signature of Applicant

4/1/24

Date

Conditional Use Permit Application (continued)

IF APPLICABLE, VDOT AND THE HEALTH DEPARTMENT MUST ENTER THEIR COMMENTS BELOW BEFORE SUBMITTING APPLICATION TO BUILDING AND ZONING OFFICE.

Virginia Department of Transportation
Lexington, VA

540-462-6989

VA Dept. Of Transportation

Highland County Health Department
P.O Box 558
Monterey, VA 24465

Office Hours
9am-3:30pm Mon, Tue, Thu, Fri
8am-4:30pm Wed

540-468-2270
cshdinfo@vdh.virginia.gov

Highland County Health Department

Highland County Building Official
P.O Box 188
Monterey, VA 24465

Office Hours by appointment
9am-4pm Monday-Friday

540-468-2323
hilandbz@htcnet.org

Highland County Building Official