

CHAPTER 700 - ADMINISTRATIVE AND ENFORCEMENT

710 OFFICE OF ZONING INSPECTOR CREATED

A Zoning Inspector, appointed by the Board of Township Trustees, shall administer and enforce this Resolution. The Zoning Inspector, before entering upon his duties, shall give bond as specified by Section 519.161 of the Ohio Revised Code. The Zoning Inspector may be provided with the assistance of other persons as authorized by the Board of Township Trustees.

720 DUTIES OF THE ZONING INSPECTOR

For the purposes of this Resolution, the Zoning Inspector shall have the following duties:

- a. Review and decide upon applications for Zoning Permits;
- b. Conduct on-site inspections as necessary;
- c. Investigate violations and order the discontinuance of uses, activities, and/or structures violating this Resolution and ordering the action necessary to correct such violations;
- d. Take any other action authorized by this Resolution to insure compliance with or to prevent violation of this Resolution;
- e. Maintain up-to-date records on all applications and actions related to this Resolution;
- f. Maintain a record of non-conforming uses and an up-to-date zoning text and map;
- g. Propose amendments to the Zoning Commission and Township Trustees, as necessary;
- h. Review all subdivision plats applicable to the Township and report violations to the Regional Planning Commission;
- i. Accept and transmit applications for appeals, variances, or special use permits;
- j. Cooperate with the County Auditor in reporting building activities in the Township for tax purposes; and
- k. Perform other such responsibilities as may be required by law or the Township Trustees.

730 ZONING PERMIT REQUIRED

No person shall locate, erect, construct, reconstruct, enlarge, or structurally alter any building or structure within the territory covered by this resolution without first obtaining a zoning permit, and no such zoning permit shall be issued unless the plans for the proposed building or structure fully comply with the regulations herein.

731 APPLICATIONS AND PERMITS

All applications for zoning permits, and any other request for a permit or action, shall be made on forms approved by the Board of Township Trustees and by supplying such information as prescribed by this Resolution and the Board of Township Trustees. Applications for zoning permits shall be made to the Zoning Inspector who shall approve or disapprove the application, giving reasons therefore within fifteen (15) days after the filing of the application. A zoning permit shall be valid for a period of twenty-four (24) months counting from the date of issuance. If construction activity has not been completed within twenty-four (24) months, the permit shall be automatically void and a new application and fee shall be required prior to the issuance of a new permit.

732 ZONING PERMIT FEES

Fees for the zoning permits shall be established by the Board of Township Trustees and may be amended from time to time.