

BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 25-109

**THE JEFFERSON TOWNSHIP BOARD OF TRUSTEES AMENDS THE JEFFERSON TOWNSHIP ZONING CODE TO ADD
ENFORCEMENT AUTHORITY AND STOP WORK ORDERS.**

The Board of Trustees of Jefferson Township, Montgomery County, Ohio, met in a regular meeting on August 20, 2025, at 12:00 pm at the Township Offices located at 1 Business Park Dr., Dayton, Ohio, with the following members present:

Oscar Young (✓) Sheila Back (✓) M. Michael McLaughlin (✓)

Moved by: Young () Back (✓) McLaughlin ()
Second by Young (✓) Back () McLaughlin ()

WITNESSETH

WHEREAS, the Jefferson Township Board of Trustees desires to ensure full compliance with the adopted Zoning Code for the protection of public health, safety, and welfare;

WHEREAS, the Zoning Code currently lacks specific provisions for enforcement procedures and penalties for violations, including unauthorized construction, land use, and development activity;

****NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Jefferson Township, Montgomery County, State of Ohio, that:

Section 1. New Section Added to Zoning Code

A new section shall be added to the Jefferson Township Zoning Code titled:

Article 35 Section 3501: Enforcement, Penalties, and Stop Work Orders

A. Authority to Enforce

The Township Administrator or Zoning Administrator is hereby authorized to:

- Enforce the provisions of the Zoning Code;
- Issue citations, notices of violation, and Stop Work Orders as necessary;
- Engage the Montgomery County Sheriff or contracted law enforcement for enforcement support.

**BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 25-109**

B. Stop Work Orders

Whenever any work is found to be occurring in violation of the Zoning Code, including work without a zoning certificate or in violation of approved conditions, the Zoning Administrator may issue a written **Stop Work Order**.

The order shall:

1. Identify the violation;
2. Direct that **all work cease immediately**.
3. Specify any corrective action required.
4. State applicable penalties for noncompliance.
5. Advice on the right to appeal.

A copy shall be:

- Posted on the subject property, and
- Sent by certified mail to the property owner and/or permit applicant.

No work may resume until all corrective actions are completed and all required approvals and payments are satisfied.

C. Penalties and Fees for Zoning Violations

In cases of failure to comply with this Code or a Stop Work Order, the following penalties shall apply:

- **First Offense:** A fine of \$100 to \$500.
- **Second Offense (within 12 months):** A fine of \$500 to \$1,000.
- **Third and Subsequent Offenses (within 12 months):** A fine of \$1,000 every 15 days until the violation is resolved.

The Township may pursue **injunctive relief** or any lawful remedy through the **Montgomery County Court of Common Pleas**.

D. Administrative Fees for Compliance Oversight

To recover enforcement costs, the following **non-refundable fees** shall apply:

- **Administrative Fee:** \$50 per violation notice
- **Reinspection Fee:** \$100 per follow-up inspection
- **Compliance Plan Review:** \$150 when required by the Administrator

E. Recovery of Legal and Abatement Costs

Resolution 25-109

Page 2 of 3

**BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 25-109**

The responsible party shall be liable for:

- All legal fees incurred by the Township for enforcement actions;
- All costs related to Township-led abatement efforts, including labor, materials, and administrative expenses. These costs may be certified to the County Auditor for assessment on the tax duplicate if unpaid.

F. Appeal Process

Any person aggrieved by a Stop Work Order or zoning violation notice may:

- Appeal in writing within **10 calendar days** of the notice;
- File the appeal with the Zoning Administrator;
- Pay a filing fee of **\$500**;
- Be scheduled for a public hearing before the **Jefferson Township Board of Zoning Appeals (BZA)** pursuant to BZA rules.

G. Conditions for Resuming Work

Work may not resume until:

- The violation has been corrected to the satisfaction of the Zoning Administrator;
- All necessary zoning and building approvals have been obtained; and
- All penalties, legal costs, and fees have been paid in full.

Section 2. Effective Date

This amendment shall take effect immediately upon passage and legal publication and shall be incorporated into the Jefferson Township Zoning Code.

The vote was as follows:

Oscar Young

Yes No Abstain

Sheila Back

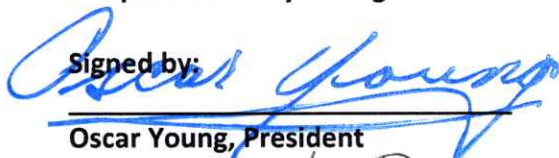
Yes No Abstain

M. Michael McLaughlin

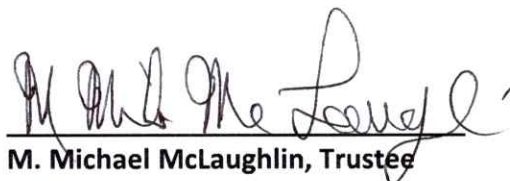
Yes No Abstain

Adopted: 20th day of August 2025

Signed by:


Oscar Young, President


Sheila Back, Vice President


M. Michael McLaughlin, Trustee


Attest to Trustees Signatures:
Charlene Chattams, Fiscal Officer

Resolution 25-109