

**BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 26-097**

**THE JEFFERSON TOWNSHIP BOARD OF TRUSTEES ADOPTS A CONSOLIDATED ZONING DEPARTMENT
MASTER FEE MATRIX AND REPEALS PRIOR CONFLICTING RESOLUTIONS**

The Board of Trustees of Jefferson Township, Montgomery County, Ohio, met in a regular meeting on July 7, 2026, at 6:00 pm at the Township Offices located at 1 Business Park Dr., Dayton, Ohio, with the following members present:

Oscar Young (✓) Sheila Back () Vera Powell (✓)

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

WITNESSETH

WHEREAS, the Jefferson Township Board of Trustees desires to maintain an accurate, equitable, and modern zoning fee structure that aligns directly with the administration and enforcement requirements of the Jefferson Township Zoning Resolution; and

WHEREAS, a review of administrative records identified clerical discrepancies and omissions between prior operational schedules, public informational flyers, and historical fee updates passed under Resolution Nos. 22-057, 23-024, 23-034, 24-167, 24-177, 25-075, and 25-109; and

WHEREAS, certain core administrative reviews mandated by the Jefferson Township Zoning Resolution—including regulations for alternative energy solar arrays, temporary food trucks, portable storage extensions, double-frontage setups, agritourism evaluations, and lot split tracking—currently lack a cleanly formalized fee structure; and

WHEREAS, the Board of Trustees deems it necessary to create a single, consolidated master framework to eliminate legal ambiguity, protect township resources, and provide clear operational rules for township personnel and residents.

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

Section 1. Repeal of Prior Fee Structures

Resolution No. 22-057 and Resolution No. 23-034 are hereby repealed in their entirety. Any matching fee provisions previously established in Resolution Nos. 23-024, 24-167, 24-177, and 25-075 are hereby superseded, amended, and updated by the rates set forth in this Master Matrix.

Section 2. Adoption of the Master Zoning Fee Matrix

Resolution 26-097

Page 1 of 4

**BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 26-097**

The following unified schedule is hereby adopted as the official fee structure for the Jefferson Township Zoning Department:

STATUTORY EXEMPTION NOTICE: Agricultural-use buildings and structures are subject to separate review under Ohio Rev. Code § 519.21, and no township zoning certificate fee will be charged where the agricultural exemption applies.

A. Residential Fees¹

- **New Construction:** \$500
- **New Addition:** \$300
- **Home Remodel / Alteration (Structural):** \$250
- **Non-Agricultural Pole Barn:** \$250
- **Agricultural Pole Barn (Non-Exempt):** \$300
- **Swimming Pools:** \$200
- **Sheds:** \$150
- **Decks:** \$100
- **Gazebos:** \$100
- **Fences:** \$175
- **Home Occupations:** \$175
- **Zoning Certificate Extension:** \$100
- **Occupancy Clearance Permit (Residential):** \$250
- **Solar Panels / Accessory Arrays (Section 423):** \$300
- **Driveway** \$300
- **Garage** \$300
- **Concrete Pad** \$300
- **Car Port** \$250
- **Overhead Structure** \$250
- **Lean To** \$100
- **Porch/Stroop** \$100
- **Ordinary Maintenance & Repair (Siding/Roofing/Windows):** \$0 (Exempt)

(¹ Note: In accordance with Section 3104, residential applications involving Double Frontage Lots that require dual front-yard structural setback verifications shall be assessed an additional administrative review surcharge of \$50.)

B. Commercial Fees

- **New Construction:** \$500
- **New Addition:** \$500
- **Remodel (Existing Structural):** \$300

Resolution 26-097

**BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 26-097**

- Accessory Structure: \$250
- Agricultural Pole Barn (Non-Exempt): \$250
- ID Signs: \$150
- Fences: \$150
- Billboards: \$250
- Cell Towers - New: \$500
- Cell Towers - Change / Co-Locate: \$350
- Zoning Certificate Extension: \$100
- Tents & Temporary Structure (Section 3105): \$150
- Occupancy Clearance Permit (Commercial): \$350

C. Miscellaneous & Public Activity Permits

- Neighborhood Block Party Permit (Res. 25-075): \$150
- Temporary Noise Permit Application Fee (Non-Refundable): \$50
- Temporary Noise Permit Fee (Per Day): \$150
- Demolition Permit (Section 102): \$250
- Right-of-Way / Thoroughfare Map Review (Section 103): \$250
- Zoning Confirmation Letter: \$50
- Returned Check Handling Fee: \$50
- Temporary Food Truck / Mobile Vendor (Section 409): \$50
- Portable Storage Unit (PODS) Extension (Section 3014): \$25
- Lot Split / Boundary Line Adjustment Review (Sections 603 & 704): \$100
- Agricultural / Agritourism Exemption Status Review (ORC § 519.21): \$150
- Chicken Coop: \$100

D. Public Records & Copy Fees

- Zoning Resolution (Printed Text Book): \$100
- Zoning Map (Printed Large Format): \$75
- Land Use Map (Printed Large Format): \$75
- Standard Copier Output: \$0.30 per page
- Debit/Credit Transaction Processing Surcharge: 3.6% + 10¢

E. Boards, Commissions, & Appeals

- Zoning Map Amendment (Re-Zoning): \$600
- Final Planned Development Plan (PD): \$600
- Final Development Plan Amendment: \$600
- Zoning Resolution Text Amendment: \$600
- Board of Zoning Appeals: Variance (Area or Use): \$500

Resolution 26-097

BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 26-097

- **Board of Zoning Appeals: Conditional Use:** \$500
- **Board of Zoning Appeals: Administrative Appeal:** \$500
- **Property Maintenance Appeals Board: Administrative Appeal:** \$250
- **Property Maintenance Appeals Board: Text Change:** \$500
- **Property Maintenance Appeals Board: Variance:** \$350
- **Stop Work Order BZA Appeal Filing Fee (Res. 25-109):** \$500

Section 3. Affirmation of Active Enforcement Penalties

The board explicitly restates that civil and administrative penalty fees previously established under **Resolution No. 24-167** and codified into the zoning resolution via **Resolution No. 25-109 (Article 35)** remain fully active:

- **Warning Notice:** Issued upon first instance outlining timeframe for corrective action.
- **First Confirmed Offense:** Fine ranging from \$100 to \$500.
- **Second Confirmed Offense (Within 12 Months):** Fine ranging from \$500 to \$1,000.
- **Third and Subsequent Offenses (Within 12 Months):** Fine of \$1,000 assessed every 15 days until resolution.
- **Administrative Enforcement Fees:** \$50 per violation notice, \$100 per reinspection, and \$150 per required compliance plan review.

Section 4. Severability & Implementation

If any section, clause, or provision of this resolution is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the remaining terms. The Township Administrator and Zoning Department are hereby directed to implement this consolidated fee structure immediately upon passage and update all public informational materials accordingly.

The vote was as follows:

Oscar Young

Yes No Abstain

Sheila Back

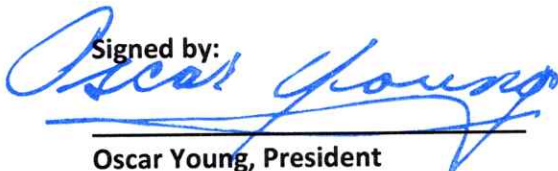
Yes No Abstain

Vera Powell

Yes No Abstain

Adopted: 7th day of July 2026

Signed by:


Oscar Young, President


Vera Powell, Trustee

Resolution 26-097

**BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 26-097**

Sheila Back, Vice President



Attest to Trustees Signatures:

Adrennia Kelly, Deputy Fiscal Officer

Resolution 26-097

Page 5 of 4