

SECTION III – VIOLATIONS, ENFORCEMENT AND FEES

3.01 Zoning Violation

It shall be unlawful to erect, construct, reconstruct, enlarge, locate, change, maintain or use any building or structure or to use any land in violation of any regulation or any provision of this Zoning Resolution or any amendment thereto. (6/1955; Amended 9/3/2010)

3.02 Violation Complaints

Whenever a violation of this Resolution occurs, or is alleged to have occurred, any person may file a written complaint. Such complaint stating fully the causes and basis thereof shall be filed with the Zoning Inspector or a member of the Board of Township Trustees who, in turn, shall inform the Zoning Inspector of such complaint. The Zoning Inspector shall record properly such complaint, immediately investigate and take action thereon as provided by this Resolution. (4/13/1982; Amended 9/3/2010)

3.03 Enforcement Procedures; Action

- A. Initial Notification(s): If the Zoning Inspector finds that any provision of this Zoning Resolution is being violated, a written notice shall be sent to the landowner or responsible party for such violation. The notice shall indicate the nature of the violation and order such action that is necessary to correct the violation, and the time period allowed for correction. The notice shall also advise the responsible party the right to file an administrative appeal or request a variance from the Board of Zoning Appeals, in accordance with Section IX of the Zoning Resolution. Additional notices may be sent at the Zoning Inspector's discretion. After notification is served to the landowner or responsible party, no work shall proceed on any building or tract of land included in the violation, except to correct or comply with said violation.
- B. Final Notice: A final notice shall be sent to the responsible party upon failure to remedy the violation. Such notice shall advise the party responsible that any violations not corrected within a specified time period will be reported to the County Prosecutor or Township Legal Advisor for appropriate legal action. The notice shall again advise the responsible party the right to file an appeal or request a variance from the Board of Zoning Appeals, in accordance with Section IX of the Zoning Resolution.

(6/1955; Amended 9/3/2010)

3.04 Fees

The Board of Township Trustees shall, by resolution, establish a schedule of fees (charges and expenses) and a collection procedure for Zoning Permits, Amendments, Appeals, Variances, Site Plan Review, Conditional Use Permits and other matters pertaining to the administration and enforcement of this Resolution requiring investigations, inspections, legal advertising, postage and other expenses. The schedule of fees shall be posted in the office of the Zoning Inspector, and included as an appendix to this Resolution, and may be altered or amended only by proper motion and majority vote of the Board of Township Trustees at a regularly scheduled meeting by the Board of Township Trustees. Fees shall not be changed more than once in each calendar year. Until all applicable fees and expenses have been paid in full, no action shall be taken on any application or appeal. (4/13/1982; Amended 9/3/2010)