

Chapter 30

ENFORCEMENT

30.01 COMMUNITY DEVELOPMENT DIRECTOR AND ZONING INSPECTOR

- A. It shall be the duty of the Community Development Director and Zoning Inspector or his representative, who shall be appointed by the Board of Trustees, to enforce this Resolution. It shall also be the duty of all officials and employees of the Township to assist the Community Development Director and Zoning Inspector or his representative by reporting to him upon new construction, reconstruction or land uses or upon seeing violations.
- B. Appeal from the decision of the Community Development Director and Zoning Inspector or his representative, may be made to the Board of Appeals, provided in Chapter 29.

30.02 FILING PLANS

- A. Every application for a zoning certificate shall be accompanied by plans in duplicate, drawn to scale in black line or blueprint showing the actual shape and dimensions of the lot to be built upon or to be changed in use, in whole or in part; the exact location, size, height of any building or structure to be erected or altered, in the case of a proposed new building or structure, or proposed alteration of an existing building or structure as would substantially alter its appearance, drawings or sketches showing the front, sides and rear elevations of the proposed building or structure of the structure as this will appear after the work for which the permit is sought shall have been completed; the existing and intended use of each building or structure or part thereof; the number of families or housekeeping units the building is designed to accommodate, and when no buildings are involved, the location of the present use and proposed use to be made of the lot; and other information with regard to the lot and neighboring lots as may be necessary to determine and provide for the enforcement of this Resolution. One (1) copy of such plans shall be returned to the owner when such plans have been approved by the Community Development Director and Zoning Inspector, together with such zoning certificate as may be granted. All dimensions shown these plans relating to the location and the size of the lot to be built upon shall be based on actual survey. The lot and the location of the building thereon shall be staked out on the ground before construction is started.

30.03 ZONING CERTIFICATE

- A. It shall be unlawful for an owner to use or to permit the use of any structure, building or land, or part thereof, hereinafter created, erected changed,

converted or enlarged, wholly or partly, until a zoning certificate shall have been issued by the Community Development Director and Zoning Inspector or his representative. Such zoning certificate show that such building or premises or a part thereof, and the proposed use thereof are in conformity with the provisions of this Resolution. It shall be the duty of the Community Development Director and Zoning Inspector or his representative to issue a certificate provided he is satisfied that the structure, building, or premises and the proposed use thereof conforms with all the requirements of this Resolution. No permit for excavation or construction shall be issued by the Community Development Director and Zoning Inspector unless the plans, specifications, and the intended use conform to the provisions of this resolution.

- B. Under written request from the owner or tenant, the Community Development Director and Zoning Inspector or his representative shall issue a zoning certificate for any building or premises existing at the time of enactment of this Resolution certifying, after inspection, the extent and kind of use made of the building or premise and whether such use conforms to the provisions of this Resolution.

30.04 CONDITIONS UNDER WHICH CERTIFICATES ARE REQUIRED

A zoning certificate shall be required for any of the following, except as herein provided:

- A. Construction or alteration of any building, including accessory buildings.
- B. Change in use of an existing building or accessory building to a use of a different classification.
- C. Occupancy and use of vacant land.
- D. Change in the use of land to a use of a different classification.
- E. Any change in the use of a non-conforming use
- F. As required in Chapter 24- Signs

30.05 CONSTRUCTION AND USE AS PROVIDED IN APPLICATIONS, PLANS AND CERTIFICATES

- A. Zoning Certificates issued on the basis of plans and applications reviewed and approved by the Community Development Director and Zoning Inspector or his representative, authorize only the use and arrangement set forth in such approved plans and applications and no other use, arrangement or construction. Zoning Certificates issued on the basis of plans approved as part of a zoning amendment and/or approved under the Site Plan Review regulations of this Resolution, can only be issued for the approved use, building size and site arrangement.

30.06 APPLICATION AND ISSUANCE OF ZONING CERTIFICATE

- A. Written application for a zoning certificate for the construction of a new building or for the alteration of an existing building shall be made at the same time as the application for a building permit. Said certificate shall be issued within ten (10) days after a written request for the same has been made to the zoning inspector or his agent, provided such construction or alteration is in conformity with the provisions of this Resolution.
- B. Written application for a zoning certificate for the use of vacant land or a change in the use of land or of a building, or for a change in a non-conforming use, as hereinafter provided, shall be made to the Community Development Director and Zoning Inspector or his representative; if the proposed use is in conformity with the provisions of this Resolution, the certificate therefor shall be issued within fifteen (15) days after the application for the same has been made.
- C. A fee in accordance with the schedule of amounts posted in the Community Development office shall accompany each application for a zoning certificate.

30.07 ZONING CERTIFICATE FOR NON-CONFORMING USES.

- A. A zoning certificate shall be required for all lawful non-conforming uses of land or buildings created by adoption or amendment of the Resolution. Application for such certificate for non-conforming use shall be filed with the Community Development Director and Zoning Inspector or his representative by the owner or lessee of the building or land occupied by such non-conforming use within one (1) year of the effective date of this Resolution or within six (6) months of the effective date of such amendment. It shall be the duty of the Community Development Director and Zoning Inspector or his representative to issue a certificate for a lawful non-conforming use, but failure to apply for such certificate for a non-conforming use or refusal of the Community Development Director and Zoning Inspector to issue a certificate for such non-conforming use may be evidence that said non-conforming use was either illegal or did not lawfully exist at the effective date of this Resolution or amendment thereto.