

Xenia Township Zoning Commission Meeting

August 13, 2026

These minutes are a summary of the events of the meeting and are not a word for word account of the discussions which took place. The Xenia Township Zoning Commission held a meeting on August 13, 2026 at 6:00 p.m. at the Xenia Township Office, 8 Brush Row Road, Xenia, OH 45385; this meeting was advertised on the Xenia Township website within 24 hours of scheduling the meeting.

Call to Order:

Mr. Zweber called the meeting to order at 6:35 PM.

Roll Call:

Members Present:

- Terry Fife - Absent
- Jeff Zweber
- Alan King
- M. Cookie Newsom

Also Present:

Alan Stock, Zoning Inspector

Approval of July 27, 2026 Zoning Commission Meeting Minutes

Ms. Newsom moved to approve July 27, 2026 Zoning Commission Meeting Minutes with corrections, Mr. Zweber seconded. Motion carried unanimously.

Roll Call Vote – Approval July 27, 2026 Zoning Commission Meeting Minutes

Zoning Commission	Vote
Ms. Fife	Absent
Mr. King	Aye
Ms. Newsom	Aye
Mr. Zweber	Aye

Chickens in Residential District Final Edit

Regional planning will review and we will have our public hearing meeting on September 10th.

Discussion of Section 519: Non-Conformities

Discussion of Current Definitions:

- Non-Conforming Building
- Non-Conforming Use
- Lot
- Parcel of Record
- Accessory Use or Building
- Main Building
- Principal Building
- Zoning Certificate
- Zoning Permit

Usage Definitions

- How should the township define / permit uses
- Business Occupancy Permit
- Zoning Certificate
- Zoning Permit change to Zoning Certificate

When Is a Zoning Certificate Needed

- From the Xenia Twp Zoning Resolution
- Business Occupancy Permit
- From Washington Twp, Montgomery County Zoning Resolution

Non-Conforming Use Certificate

- Samples from Washington Twp and West Chester Twp

Conditional Use Certificate

- More Definitions
 - Conditional Use
 - Conditional Use Annual Operating Permit

- Conditional Use Permit

Suggested Zoning Certificates

- Zoning Certificate of Compliance
- Zoning Certificate of Legal Non-Conformity
- Zoning Certificate of Conditional Use
- Temporary Zoning Certificate
- Washington Township sample
- West Chester Township samples

Jeff briefly introduced North American Industry Classification System (NAICS) and provided examples but it was agreed that this level of specificity was not applicable to our zoning code.

Adjournment:

Ms. Newsom moved to adjourn at 8:00 PM, Mr. Zweber seconded. Motion carried unanimously.

Roll Call Vote – Adjournment

Zoning Commission	Vote
Ms. Fife	Absent
Mr. King	Aye
Ms. Newsom	Aye
Mr. Zweber	Aye

ATTEST:

Alan D. Stock

Zoning Inspector