

Licking Township Board of Zoning Appeals

c/o Andrea M. Lynch, Zoning Clerk

Phillip Jones, Chair ~ Rex Adkins, Vice Chair

Robert Hansberger, Anton Kissell, Huber Loewendick

Doug Howell – Alternate; Josh Arnett - Alternate

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Minutes from the Licking Township Board of Zoning Appeals Hearing/Meeting, January 29, 2026, at Licking Township Fire Station #600 9384 Jacksontown Road, Jacksontown, OH 43030.

Members present: Rex Adkins, Robert Hansberger, Phil Jones; Huber Loewendick, Anton Kissell

Members absent: None

Others in attendance: Andrea Lynch; Dave Moraine; John Blaha; Sue Blaha; Rosanne Reeves; Howard Reeves; John Cormican; Betty Dales; Herb Dales; Pam Dales; Josh Arnett; Corey Enders

The Hearing was called to order at 7:00 p.m.

The Pledge of Allegiance was recited.

All in attendance were sworn in.

Roll call was called. The meeting was recorded.

Before the Board proceeded with the hearing, Mr. Jones read the following into record:

“The variance request before us is tied, in part, to a proposed 4.866-acre parcel that does not currently exist as a legally recognized lot.

The parcel would only come into existence if and when the proposed lot split is approved through the appropriate administrative process.

The Board of Zoning Appeals is authorized to consider variances as they apply to existing parcels under the zoning resolution.

In this case, the parent parcel is currently compliant, and the practical difficulty cited arises only as a result of the proposed division of the land.

As a result, the Board is being asked to evaluate and potentially grant dimensional variances for a parcel whose boundaries have not yet been legally established.

That places the request in a conditional or anticipatory posture, which raises a concern as to whether the variance request is properly before the Board at this time.

The Board must first determine whether it has sufficient jurisdiction and a concrete factual basis to evaluate the request as presented, or whether the variance request is premature because it depends on the creation of a lot that does not yet exist.

This clarification is necessary so that the Board’s decision, whatever it may be, is based on an existing condition and a complete and defensible record. With that clarification, the Board will now determine how to proceed, including whether additional information/ a different procedural posture is required before the merits of the variance request can be considered.”

Mr. Moraine explained the process for lot splits.

Mr. Jones explained to the Board of Zoning Appeals that there are 3 options to consider at this point:

- 1) Hear the case
- 2) Continue the case for further clarification
- 3) Not hear the case and deny without prejudice

Mr. Jones moved that the Board deny the variance request without prejudice, on the basis that the request seeks dimensional variances for a proposed parcel that does not yet exist as a legally recognized lot, and therefore the variance request is premature and not properly before the Board at this time.

Mr. Adkins seconded the motion.

Roll Call:

Kissell :	yes to deny w/o prejudice
Jones: -	yes to deny w/o prejudice
Hansberger:	yes to deny w/o prejudice
Loewendick:-	yes to deny w/o prejudice
Adkins:	yes to deny w/o prejudice

Mr. Enders exited the conference room due to a previously scheduled appointment.

A discussion took place. Mr. Jones said that the property owner may need to consider alternatives to split the parcel into conforming parcels before a variance can be heard on the matter. Mr. Moraine said that the lot split can not happen at the county level until it is approved at the township level. Mr. Jones said in order for a variance to be heard on it, the parcel must 1st be a legal lot to evaluate.

The Board discussed refunding the variance application fee to Mr. and Mrs. Enders.

Mr. Adkins made a motion that the Board of Zoning Appeals request LTWP refund the \$300.00 application fee to the applicant. Refund will be subject to Trustee approval.

Mr. Jones seconded the motion

Roll Call: Lowendick – yes
Hansberger – yes
Adkins – yes
Kissell – yes
Jones – yes

Mr. Jones made a motion to conclude the hearing at 7:22 p.m.

Mr. Kissell seconded the motion

Roll Call: 5 ayes

Mr. Jones offered that if any member of the public in attendance for the hearing wish to adjourn to do so. Several members of the public left. One member of the public (unidentified woman) asked about who receives letters related to the hearing. The Zoning Clerk explained the advertising and letter notice requirement pursuant to ORC 519.12.

Mr. Jones opened the regular business portion of the meeting at 7:23 p.m.

Mr. Hansberger made a motion to nominate Phil Jones to serve as the BZA Chairperson for 2026.

Mr. Kissell seconded the motion.

Roll Call: Adkins, yes; Hansberger, yes; Loewendick, yes; Kissell, yes; Jones, yes.

Mr. Kissell made a motion to nominate Rex Adkins to serve as the BZA Vice Chairperson for 2026.

Mr. Hansberger seconded the motion.

Roll Call: Jones, yes; Kissell, yes; Hansberger, yes; Loewendick, yes; Adkins, yes.

Mr. Adkins made a motion that the Board of Zoning Appeals will meet on the 4th Thursday of each month at 7:00 p.m. at Licking Township Fire Station #600 (if a variance application is received).

Mr. Loewendick seconded the motion.

Roll Call: Jones, yes; Kissell, yes; Hansberger, yes; Loewendick, yes; Adkins, yes.

Mr. Adkins made a motion to approve the 11-06-25 minutes as read with one correction noted.

Mr. Loewendick seconded the motion.

Roll Call: Adkins, yes; Hansberger, yes; Loewendick, yes; Jones, yes.

(* Mr. Kissell was not able to vote on minutes as not present for meeting.

Correspondence: None

Old Business:

- 1) Status of Harbor Hill “tiny home” reported in November. Mr. Moraine said he will inspect. Mr. Jones said it may no longer be an issue.
- 2) Discussion regarding accessory structures and sheds

New Business:

- 1) Welcome to alternate Josh Arnett
- 2) Discussion regarding lot splits and flag lots
- 3) Discussion regarding Harbor Hills Civic Association creating new regs. Mr. Jones said that some things have been passed on their ballot but has not seen any updated regulations.
- 4) Discussion regarding consideration of Stadden's Alley for one-way traffic. Mr. Cormican said it is being reviewed by Licking County.

Mr. Lowendick made a motion to adjourn the meeting at 8:53 p.m.

Mr. Adkins seconded the motion.

Roll Call: 5 yes

Minutes approved by:

Meeting Minutes recorded by Andrea M. Lynch, Zoning Clerk – January 29, 2026