

Licking Township Zoning Commission
Paul Matthews, Chairperson; Max Ungerman, Vice Chairperson;
Edna Latham; Michael Smith; Michael Stack
Lori Green – Alternate ; Matt Mathias - Alternate
Andrea M. Lynch, Zoning Clerk ~ Dave Moraine, Zoning Inspector
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Minutes from the Licking Township Zoning Commission Hearing & Regular Meeting held on July 16, 2026

Hearing/Meeting was called to order at 7:06 p.m.

The Pledge of Allegiance was recited.

The meeting was recorded.

Commission Members present @ roll call: Ms. Green; Ms. Latham; Mr. Ungerman

Absent: Paul Matthews; Mike Stack; Mike Smith; Matt Mathias (alternate); Dave Moraine (Zoning Inspector)

Others in Attendance: Kevin McConaha; Andrea Lynch (*)

(*) *Present but not signed in*

Mr. Ungerman provided a brief recap of the July 9, 2026 hearing and purpose of tonight's hearing being a continuance. Mr. Ungerman stated that the legal ad was read at the previous meeting. Mr. Ungerman confirmed Mr. McConaha had no new information to add. Ms. Green inquired if Mr. McConaha had the tenant lease agreement with him. Mr. McConaha said that he did not. Mr. McConaha explained that the agreement was being re-written due to originally having been 2 business partners running the automotive business but 1 left. Mr. McConaha said that their attorney has been drafting the new agreement and it is incomplete at this time. Mr. Ungerman asked Mr. McConaha to bring the finalized document if he has it by the next hearing date of 8/6/26.

The Zoning Clerk confirmed no correspondence has been received on this matter.

There was no public comment.

Ms. Green made a motion to continue the hearing on 8/06/26 @ 7:00 p.m. and to close the 7/16/26 hearing at 7:10 p.m.

Ms. Latham seconded the motion.

Roll Call: Ungerman, yes; Green, yes; Latham, yes

Mr. Ungerman advised that the ZC would delay calling the regular meeting to order to allow other ZC members to arrive. Mr. McConaha excused himself from the conference room.

Ms. Green made a motion to open the regular meeting @ 7:23 p.m.

Ms. Latham seconded the motion.

3 ayes

Ms. Green made a motion to accept the 7/9/26 meeting minutes as presented

Mr. Ungerman seconded the motion.

Roll Call: Ungerman, yes; Latham, yes; Green, yes.

Correspondence:

- 1) Email from LCPC routed by the Zoning Clerk to Mr. Matthews and Mr. Ungerman re: 7/27/26 LCPC agenda to include Mr. McConaha review and recommendation to approve the LCPC 2027-28 meeting/review calendar.

Zoning Inspector: Absent

Due to oversight on roll call at start of regular meeting, Mrs. Lynch stated for the record the following members as present: Mr. Ungerman, Ms. Green, Ms. Latham, and Mrs. Lynch.

Old Business:

- Mr. Ungerman led a discussion regarding Short Term Rentals including recent definition/language provided by Ms. Latham. The topic is continued for a future meeting.
 - o Mr. Ungerman will review and update the draft using comparative language throughout to better align with Zoning Resolution style
 - o Ms. Latham will research the # of guestrooms/occupancy thresholds
 - o Mrs. Lynch will research short term rental “adequate” parking including gathering feedback from both the Road Dept and LTFC benefits/challenges with such parking
 - o Ms. Green will research what is considered “long-term” should the short term rental agreement be greater than 30 days.
- Mr. Ungerman led a discussion regarding Billboards. Mr. Ungerman reviewed the most recent edits from feedback received at the 7/09/26 meeting. The topic is continued for a future meeting.
- Mr. Ungerman led a discussion regarding Conex boxes. Mrs. Lynch shared the origination of “pods” in the zoning regulations however the use was never intended for fence rows/tiny homes/buffering/screening. Ms. Green inquired about “stacking” of boxes. Mr. Ungerman said that he will work on this after Billboards are resolved with possible draft at the 2nd meeting in August.

New Business:

- August 6, 2026 ZC hearing continuation and regular meeting.
- Mr. Ungerman reviewed the New Business from 7/09/26 meeting to confirm if any additional work is required.
- Mr. Ungerman inquired about the Nuisance Resolution. Mrs. Lynch provided details regarding recent LTWP Trustee meeting in which a nuisance property was identified, resolution made, and letter sent. No action required by the ZC.

Public Comment: None

Ms. Green moved to adjourn the meeting @ 8:15 p.m.

Ms. Latham seconded the motion.

Roll Call: 3 ayes

Minutes approved by:

Meeting Minutes recorded by Andrea M. Lynch, Zoning Clerk – 7-16-26