

Licking Township Zoning Commission

c/o Andrea M. Lynch, Zoning Clerk

Paul Matthews, Chairman;

Christopher Powell, Vice Chairman

Edna Latham; Max Ungerman

www.lickingtwplc.gov

Minutes from the Licking Township Zoning Commission, September 18, 2025

Meeting was called to order at 7:02 p.m.

The Pledge of Allegiance was recited.

The Meeting was recorded.

Commission Members present at roll call: Ms. Latham; Mr. Matthews; Mr. Powell; Mr. Ungerman

Others in Attendance: Andrea Lynch (*); Dave Moraine (*) ; Ben Harder; Steven Young

(*) *Present but not signed in*

Minutes from 09/04/25 meeting were read with one correction noted (add Mr. Harder as attendee).

Mr. Powell made a motion to approve the minutes.

Mr. Ungerman seconded the motion.

Roll Call: 4 ayes

Correspondence:

- 1) LCPC letter via email re: Mixed Use Overlay District cursory review
- 2) Advertisement re: Solicitation for ZC members
- 3) Email Ben Harder Crossroads Community Planning to Zoning Clerk re: LTWP not required to send individual letters of notice to landowners within the Mixed Use Overlay District however all public notices and advertising are required.

Ben Harder, Crossroads Community Planning, led a discussion of the finalized Licking Township Mixed Use-Overlay District based on LCPC's suggestions in response to their courtesy review.

A discussion took place regarding the next steps in the process for submitting the document to the LCPC for a non-binding recommendation, public meeting notice requirements, and dates for meetings.

Mr. Harder stated that the LCPC Expanded Application Review Calendar provided by the LCPC will result in LTWP having to hold the 1st public meeting/hearing with a continuance as the non-binding recommendation will not be received before the deadlines for action. A discussion took place. The Board agreed to hold a regular business meeting on 10/02/25 as scheduled and cancel the 10/16/25 & 11/06/25 meeting.

Mr. Powell made a motion to accept the final draft of the Licking Township Mixed-Use Overlay District Document (aka Draft #6) as presented.

Mr. Ungerman seconded the motion.

Roll Call: Latham, yes; Matthews, yes; Powell, yes; Ungerman, yes.

Mr. Ungerman made a motion that the LTWP Zoning Commission submit the Licking Township Mixed-Use Overlay District Document (aka Draft #6) approved on 9/18/25 by the LTWP Zoning Commission to the LCPC for a non-binding recommendation.

Mr. Powell seconded the motion.

Roll Call: Ungerman, yes; Powell, yes; Matthews, yes; Latham, yes.

Ms. Latham made a motion that the LTWP Zoning Commission hold public hearings on 10/23/25 @ 7:00 p.m. & 11/13/25 @ 7:00 p.m. regarding the LTWP Mixed Use Overlay District (aka Draft #6) with regular business thereafter.

Mr. Ungerman seconded the motion.

Roll Call: Powell, yes; Latham, yes; Ungerman, yes; Matthews, yes.

Mrs. Lynch will advertise the meeting cancellations of 10/16/25 & 11/06/25, advertise the public hearings for 10/23/25 & 11/13/25, and post the public notices at Jacksontown USPS; Hebron USPS; & on the LTWP website.

Mr. Matthews will submit the LTWP ZC packet and letter to the LCPC requesting a non-binding recommendation . Mr. Matthews confirmed that the deadline for LTWP ZC to submit all documents to the LCPC is 9/23/25.

Mr. Matthews congratulated the ZC for their efforts on the Mixed Use Overlay District, thanked Mr. Harder for his collaboration, and thanked Mrs. Lynch for coordinating the details.

Old Business:

- Mr. Moraine noted an increase in inquiries re: Billboards & Short-term rentals
Mr. Matthews indicated that these two topics will be part of the “Package #3” cited in previous ZC meetings.
- Mr. Powell presented an email from the LC Prosecutor’s Office re: regulation of billboards. A discussion took place including discussion of signs on temporary platforms, a sign on a truck on Route 13, size of signs, swimming pool signs, and various other signs throughout the township.
Mr. Matthews said that the Commission will defer the changes for Package #2 to the next meeting.

New Business:

- Mr. Moraine reported an increase in zoning variances reporting 11 variances this year primarily in the Harbor Hills neighborhood. He suggested the ZC evaluate zoning regulations at Harbor Hills and surrounding Buckeye Lake neighborhoods.
- Upcoming ZC Meeting Dates:
 - 10/2/25 - Regular business @ 7:00 p.m. CONFIRMED
 - 10/16/25 - CANCELLED
 - 10/23/25 - 1st public hearing/meeting & reg business thereafter @ 7:00p.m. CONFIRMED
 - 11/06/25 - CANCELLED
 - 11/16/25 - 2nd public hearing/continuance & reg business thereafter @ 7:00 p.m. CONFIRMED

Public Comment: Steven Young asked about the status of his zoning variance application. Mr. Moraine said that the September docket was filled and that his request will be heard in October. Mrs. Lynch said she is working towards scheduling the October hearings for the regular meeting date of 10/30/25 however due to schedule conflicts with the BZA members, the date is TBD. She will contact Mr. Young once a quorum is obtained and the hearing is scheduled.

Mr. Powell moved to adjourn the meeting @ 8:39 p.m.

Mr. Ungerman seconded the motion.

Roll Call: 4 ayes

Minutes approved by: