

Licking Township Zoning Commission

c/o Andrea M. Lynch, Zoning Clerk

Paul Matthews, Chairman;

Max Ungerman, Vice Chairman

Edna Latham

www.lickingtwpplc.gov

Minutes from the Licking Township Zoning Commission Public Hearing & Regular Meeting held on, November 13, 2025.

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

The Pledge of Allegiance was recited.

All in attendance were sworn in.

The meeting was recorded.

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

Commission Members absent: Mr. Powell

Others in Attendance: Terry Clark; Christine Robinson; Dale Wise; Andrea Lynch (*); Ben Harder; (*) Dave Moraine (*). (*) *Present but not signed in*

Mr. Matthews introduced the ZC Members, Zoning Clerk, and the consultant to the public in attendance.

Mr. Matthews explained the purpose of the hearing and the manner in which the hearing would be conducted including regular business to follow.

Mr. Matthews explained that tonight is the 2nd public hearing/meeting which was a “continuance” to present the LTWP Mixed Use Overlay District (MUOD) document.

Mrs. Lynch read the legal notice advertising the hearing and regular meeting.

Mrs. Lynch indicated having received no correspondence regarding the hearing.

Mr. Matthews turned the hearing over to Mr. Ben Harder, Planner, Crossroads Community Planning. Mr. Harder indicated since the 3 members of the public in attendance were also in attendance at the 10/23/25 hearing, he would forego the power point presentation already shared at the 10/23/25 hearing. Mr. Harder did review the edits made to the document as a result of the public comments voiced at the 10/23/25 hearing which included minimum tract size and short term rentals to avoid potential loopholes in the document.

Mr. Harder explained the next steps in the text amendment process.

Zoning Inspector Dave Moraine said he appreciated the public comments and the suggestions.

Mr. Ungerman read the Licking County Planning Commission’s non-binding recommendation Record of Action document and vote results. Mr. Matthews explained the non-binding recommendations suggested by the LCPC.

Public Comment:

Dale Wise – 538 Avon Place – addressed the ZC:

- 1) Thanked the LTZC for making the edits based on his suggestions yet is still concerned with the accessory structure language.

A lengthy discussion took place regarding accessory structures vs an addition. Mr. Wise inquired why the need for accessory structure language. Mr. Harder explained it is a common mechanism or qualification to make sure a house can support a structure such as an in-law suite. Mr. Wise inquired if a firewall was required. Mr. Moraine said that would be a building code matter.

A discussion took place with Mr. Wise concerning the difference between a duplex and an accessory structure. Mr. Matthews said that a duplex would have a different address. Mr. Wise expressed his doubt on the matter. Mr. Harder said the MUOD is not creating density just to create density and was trying to pair density with open spaces. Mr. Ungerman asked Mr. Wise if density was his primary concern. Mr.

Wise responded affirmatively. Mr. Ungerman asked the ZC and Mr. Harder if there's a way to address this. Mr. Harder responded that a township does not want to create a regulatory model for the overlay which could undermine the goals of the district. The intent is to create a set model that is amenable by the township which would allow a developer to try and develop property in the township without dictating a size that no one would want to build/buy. Mr. Harder explained the language cannot be too "overbearing". Mr. Wise inquired if someone could build a "tiny house"? Mr. Harder said yes, there is no minimum square footage in the overlay. Mr. Ungerman pointed out that the MUOD design standards would be applicable. Mr. Harder responded affirmatively. A discussion took place regarding tiny houses relative to the MUOD.

Terry Clark – 1123 Avondale Road – asked the following:

- 1) Who oversees the building of these structures in the MUOD?

Mr. Harder's response: Development plans from the developer/landowner will be required upfront as well as design, streetscapes, etc. The Township is then responsible for enforcing the development plan.

Mr. Matthews' response: LTWP may have to hire professional engineers/architects to assist in the review of a submitted development plan.

- 2) What if someone buys a 1 acre lot or smaller, who enforces the MUOD regulations?

Mr. Harder's response: If someone buys only 1 acre they do not need to use the overlay. They would enjoy the existing zoning on that property. The overlay is only for developers of large tracts of land.

Mr. Ungerman asked the Zoning Inspector if an occupancy permit would come from Licking County?
Mr. Moraine responded no.

Mr. Harder asked the Zoning Inspector if there is a zoning compliance document?
Mr. Moraine responded no.

A discussion took place regarding occupancy permits. Mr. Wise said the township trustees have not supported occupancy permits in the past when suggested. Mr. Harder suggested the Township consider having this process in place. Mr. Moraine said the zoning process will have to change to help with the compliance regarding the MUOD. Mr. Wise requested the Zoning Commission add both an occupancy permit and a use permit to the Zoning Resolution.

Dale Wise – 538 Avon Place – asked the following:

- 1) A 5-story building may be developed within the use of the MUOD, is LTFC okay with this?

Mr. Harder's response: *Yes. LTFC Chief Weekly was consulted during the drafting process of the MUOD. Additionally, water and sewer will be coming to this area and fire suppression will be part of the approval process of financing agreements (JEDDs etc.) within the MUOD. Mr. Matthews concurred with Mr. Harder.*

There were no additional public comments.

Mr. Matthews made a motion to close the hearing @ 7:35 p.m.

Mr. Ungerman seconded the motion.

Roll Call: 3 ayes

Mr. Matthews excused those members of the public who did not wish to attend the regular business meeting and suspended the meeting for 5 minutes.

Mr. Matthews thanked Mr. Harder for Crossroads Community Planning's assistance and consultation throughout the drafting of the MUOD.

Mr. Matthews opened the regular meeting at 7:40 p.m.

Commission Members present at roll call: Ms. Latham; Mr. Matthews; Mr. Ungerman
Commission Members absent: Mr. Powell
Other present: Ben Harder; Andrea Lynch; Dave Moraine

Mr. Harder excused himself from the meeting since there were no members of the public remaining.

The Zoning Commission deliberated the MUOD. Ms. Latham led a discussion regarding the regulations for houses versus “trailer homes”, manufactured home definition on page 55 of MUOD does not match the language on page 25 & 26 of the document, and asked what prevents a developer from claiming it is too expensive to build a traditional housing development therefore create a mobile home district. Mr. Ungerman recalled this being discussed previously during the draft stage and that ultimately the township can not violate federal housing laws. The ZC acknowledged this fact. Ms. Latham stated her research concludes that a manufactured home can be constructed to match the design standards found within the MUOD. She expressed concern this could create the potential for trailer homes with high density in the MUOD area. Mr. Ungerman said the MUOD would be for larger developers and a developer would be looking for the most return on their investment which may not be a mobile home district.

A discussion took place regarding the future possibility of needing additional overlays within the township. A discussion took place regarding a scenario where a developer may choose to develop all but a small portion of their land and then build a manufactured home on the remaining portion. Mr. Matthews said the developer would have to get approval for the entire development plan from the township and if it changes, they would have to go through the process again. Ms. Latham said the township could put restrictions on the design standards which does not violate federal housing laws. Mr. Moraine said while there is a possibility for this scenario to happen, it is not likely. Ms. Latham said the MUOD language and the LTWP Zoning Resolution language needs to match concerning this topic.

Mr. Ungerman mentioned concern regarding the Harbor Hills area and increase in density potentially resulting in a new community being developed. He asked what the possibility would be for one of these areas creating their own incorporation. A discussion took place. The ZC concluded their deliberation.

Mr. Ungerman made a motion that the Licking Township Zoning Commission move the MUOD to the Trustees for their consideration.

Ms. Latham seconded the vote.

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

Mr. Matthews will draft a letter to the LTWP Trustees and route to the Fiscal Officer for presentation at the next LTWP Trustee meeting held on 11/17/25 @ 7:30 p.m.

Minutes from 10/23/25 hearing/meeting were presented.

. Mr. Ungerman made a motion to approve the minutes as presented.

Ms. Latham seconded the motion.

Roll Call: 3 ayes

Correspondence:

- 1) Mrs. Lynch presented a revised text amendment application from applicant J Brand Investments submitted by the Law Office of W. Douglas Lowe for parcel ID#041-119970.00.000 known as 9334 Jacksontown Road, Jacksontown, OH 43030. A discussion took place regarding the revised application pertinent to if the application was complete. Mr. Ungerman said the applicant failed to accurately complete “A” under supporting information: “*PLEASE NOTE: Failure to accurately list all adjoining property owners will result in return of the zoning application for completion*”. Mr. Ungerman noted that 9427 Jacksontown Road property owner is incorrect. A discussion took place regarding that error and the Zoning Clerk’s standard operating procedure relative to verifying the names and addresses of all adjoining property owners. The ZC also noted the requested definitions were not received and the Applicant failed to complete Section A. 1) D: “*Please cite any references and/or research used to develop the proposed text and if possible include copies of said materials.*”

Mr. Ungerman made a motion that the Licking Township Zoning Commission not accept the revised text amendment application as presented due to Section A. 1) D as discussed.

Ms. Latham seconded the motion.

Roll Call: (Mrs. Lynch clarified prior to roll call that a “yes” vote indicates that the voter is in agreement with the motion which is to NOT accept the revised application as presented)

Mr. Matthews - Yes, in agreement to not accept the application as presented

Ms. Latham - Yes, in agreement to not accept the application as presented

Mr. Ungerman - Yes, in agreement to not accept the application as presented.

Mr. Matthews will draft an email to Attorney Lowe explaining the revised application was not accepted.

Mr. Moraine relayed a recent meeting he attended at Dawes Arboretum regarding a new shelter house. Mr. Moraine said Dawes intends to build a new shelter house to replace one that was damaged by a fallen tree. Mr. Moraine said there may not be a need for an Arboretum District and cited ORC 519.01 & LTWP Zoning Resolution Appendix A as it pertains to Agriculture. Mr. Moraine said that revisions/modifications may be necessary to 15.01 A. Agriculture - including zoning certificates being needed for parcels over 5 acres.

Old Business:

- Mr. Matthews reviewed the agenda items including the naming of Mr. Ungerman as zoning vice chair for remainder of 2025.

New Business:

- Mr. Matthews noted on record a farewell and thank you to Christopher Powell – resignation effective 11/13/25
- Mr. Ungerman inquired about ZC terms expiring on 12/31/25. Mrs. Lynch said she has already notified the Trustees of those terms coming up for expiry and the Trustees will be in contact with those members soon.
- Next regular ZC meeting will be held on 11/20/25 @ 7:00 p.m.

Public Comment: none

Mr. Ungerman moved to adjourn the meeting @ 9:12 p.m.

Mr. Matthews seconded the motion.

Roll Call: 3 ayes

Minutes approved by:

Meeting Minutes recorded by Andrea M. Lynch, Zoning Clerk – 11-13-25