

Xenia Township Zoning Commission Meeting

August 24, 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 24, 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 6:05 PM.

Roll Call:

Members Present:

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

Also Present:

Alan Stock, Zoning Inspector

Approval of August 13, 2026 Zoning Commission Meeting Minutes

Mr. King moved to approve August 13, 2026 Zoning Commission Meeting Minutes, Ms. Newsom seconded. Motion carried unanimously.

Roll Call Vote – Approval August 13, 2026 Zoning Commission Meeting Minutes

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

Upcoming meeting: September 10, 2026- Public hearing on chickens. If enough time left, we will have regular meeting after that.

Draft changes to the Zoning Resolution

Certificate vs. Permit

Changing wording from permit to certificate.

Read and discussed Lot Definition

Lot Buildable

A Parcel of Record occupied, or to be occupied, by a main building or group of such buildings and accessory buildings, or utilized for the principal use and uses accessory thereto. The lot shall include such yards, area and road frontage as are required by its associated district under the provisions of this Resolution to be a buildable lot. Every lot shall abut upon and have permanent access to a dedicated public road or approved private road.

Non-Conforming Lots

What changes a lot from buildable to a non-buildable parcel?

Zoning resolution changes

All parcels were buildable prior to zoning – Did the township intend to grandfather them all?
(Or just some, see 519.1)

Changes in parcel boundary

Subdivisions or Lot Splits

Lot Split (Minor Subdivision)

A division or modification of the boundaries of a parcel or parcels of record that is not part of a platted, recorded subdivision that results in no more than five (5) parcels and does not involve extension of utilities nor the opening, widening or dedication of any street.

Plat

The map, drawing, or chart on which the developer's plan of subdivision (preliminary) is presented for approval and, after such approval, to the County Recorder (final) for recording. The plat defines Parcels of Record.

Survey Record

Format specified by the County Engineer in defining parcels of record for land not included in the Platted Subdivision.

519.1 Non-Conforming Lots for Single-Family Dwellings

In any district in which single-family dwellings are permitted, notwithstanding other limitations imposed by other provisions of this Resolution, a single-family dwelling and customary accessory buildings may be erected on any parcel of record whose boundaries have not been altered since July 14, 1959.

600.8 Powers and Duties

Taken from the BZA to Zoning inspector

2. Determination of Similar Uses:

3. Determination of District Boundary Location:

523.2 Zoning Certificate Application

An application for a zoning certificate shall be submitted by the owner or their lawful representative under the conditions below. The activities covered by the application shall not commence until and unless the corresponding zoning certificate is issued.

- a. Construction of a Building or Structure. No person shall begin any excavation or the construction, reconstruction, extension, conversion, or structural alteration of any building or structure, or any part thereof, without first obtaining a zoning certificate.
- b. Changes in Use of Land or Structures. No person shall establish or alter the use of land or structure without first obtaining a zoning certificate.

Adjournment:

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

Roll Call Vote – Adjournment

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

ATTEST:

Alan D. Stock
Zoning Inspector