



Summit County Planning Commission (SCPC)
Thursday, April 30, 2026 - 3:00 p.m.
County of Summit, 470 Grant Street Building
470 Grant Street, 2nd Floor, Akron, Ohio
Meeting Agenda

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|----|---|-----------------------------|
| A. | Call to Order Document | Chair Dennis Stoiber |
| B. | Roll Call | Gabriel Durrant |
| C. | Approval of the February 26, 2026, SCPC Minutes | Chair Dennis Stoiber |
| D. | Business Items | James J. Taylor |

New Business

1. **Short Term Rentals – Zoning Text Amendment– Coventry Township** - The applicant has proposed that Article 28.00 (Short Term Rentals(STR)) of the Coventry Township Zoning Resolution be revised to clarify that a portion of a residence may be rented as a STR; add the requirement of the submittal of a current fire inspection with a new or renewal application; add clarification regarding the site plan to be submitted; and increase the separation distance between STRs from 300 to 500 feet.

Old Business

2. None

E.	Report from Assistant Director	Assistant Director Holly Miller
F.	Comments from Public	Chair Dennis Stoiber
G.	Comments from Commission Members	Chair Dennis Stoiber
H.	Other <ol style="list-style-type: none">1. Legal Update	Attorney Marvin Evans
I.	Adjournment	Chair Dennis Stoiber



**ILENE
SHAPIRO**
COUNTY EXECUTIVE

Summit County Planning Commission (SCPC)

Thursday, February 26th, 2026 - 3:00 p.m.
County of Summit, 470 Grant Street Building
470 Grant Street, 2nd Floor, Akron, Ohio

Meeting Agenda

- A. Call to Order Document **Gabriel Durrant**
Gabriel Durrant called to order Thursday, February 26th, 2026 - SCPC monthly meeting at 3:02 p.m.

Gabriel Durrant: I hereby acknowledge that the full and complete proceedings of this public meeting are being recorded and shall be kept with the Summit County Planning Department. The recording of today's meeting or any other meeting may be requested by contacting Summit County Planning Staff.

If you are presenting a case, you must come to the podium and state your name and address clearly.

If you are a member of the public speaking for or against a case, you must come to the podium, state your name and address clearly. I will ask for public comments once the applicant and reviewing agencies have given their testimonies. You may only speak to the case at hand, and you must address any questions or comments to the commission only. Questions may not be addressed to the applicant, applicant representatives or reviewing agencies. Any emails pertaining to this case, received by Planning Staff prior to the deadline, will be read into the minutes by staff.

Summit County Planning Commission is an advisory body on matters of township code text or map amendments. Final decisions remain within the authority of the Township.

The role of this Summit County Planning Commission is to consider Subdivision Items, Zoning Map Amendments and Zoning Text Amendments only in the nine townships in Summit County. While our name says to do this for Summit County, we only perform these reviews for the nine Summit County townships and not the Summit County cities and villages who have their own staffs and process. Tonight, we will first hear from the applicant and if the township is not the applicant, then also the applicant. Tonight, we are reviewing a Zoning Text Amendment. We review proposed zoning text amendments submitted to us in townships to determine if they are understandable, clearly written and in keeping with the standards of modern zoning resolutions. Our role is to review how the language impacts the entire township. Our role is not to review how that text amendment may be applied to specific parcels. Adoption and application of a text amendment is left to the township itself through its zoning commission, board of trustees, zoning inspector and sometimes its board of zoning appeals. Our role is advisory.

B. Roll Call

Gabriel Durrant

SCPC Member	Present
Bancroft, Richard	
Licate, David	X
Donofrio, John	
Jones-Capers, Halle	X
Julien, Kyle	
Reville, Rich	X
Segedy, Jason	
Snell, Jeff	X
Stoiber, Dennis	X
Terry, Robert	
Whited, David	X

Reported by *Gabriel Durrant*, we have a quorum for SCPC meeting Thursday, February 26th, 2026 – SCPC monthly meeting at 3:03 p.m.

C. Election of Officers

Chair: Dennis Stoiber was nominated from the floor.

Gabriel Durrant

SCPC Member	Motion	Second	Aye	Oppose	Abstain
Bancroft, Richard					
Licate, David			X		
Donofrio, John					
Jones-Capers, Halle			X		
Julien, Kyle					
Reville, Rich		X	X		
Segedy, Jason					
Snell, Jeff	X		X		
Stoiber, Dennis			X		
Terry, Robert					

Whited, David			X		
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Motion

Jeff Snell made a motion for **Dennis Stoiber's nomination as Chair, as presented** and it was seconded by *Rich Reville, all in favor, 6, oppose 0, The nomination of Dennis Stoiber as Chair, was Approved* with 0 abstentions.

After the election of Chair, newly-elected Chair Dennis Stoiber presided over the rest of the meeting.

Vice Chair: Jeff Snell was nominated from the floor.

SCPC Member	Motion	Second	Aye	Oppose	Abstain
Bancroft, Richard					
Licate, David			X		
Donofrio, John					
Jones-Capers, Halle			X		
Julien, Kyle					
Reville, Rich		X	X		
Segedy, Jason					
Snell, Jeff			X		
Stoiber, Dennis	X		X		
Terry, Robert					
Whited, David			X		

Motion

Dennis Stoiber made a motion for **Jeff Snell's nomination as Vice-Chair, as presented** and it was seconded by *Rich Reville, all in favor, 6, oppose 0, The nomination of Jeff Snell as Vice-Chair, was Approved* with 0 abstentions.

Secretary: Jason Segedy was nominated from the floor.

SCPC Member	Motion	Second	Aye	Oppose	Abstain
Bancroft, Richard					
Licate, David			X		
Donofrio, John					
Jones-Capers, Halle			X		
Julien, Kyle					
Reville, Rich			X		

Segedy, Jason					
Snell, Jeff		X	X		
Stoiber, Dennis			X		
Terry, Robert					
Whited, David	X		X		

Motion

David Whited made a motion for **Jason Segedy’s nomination as Secretary, as presented** and it was seconded by *Jeff Snell, all in favor, 6, oppose 0, The nomination of Jason Segedy as Secretary, was Approved* with 0 abstentions.

D. Approval of Thursday, January 29th, 2026, SCPC Minutes

Dennis Stoiber

Approved by Chair Dennis Stoiber.

E. Business Items

Gabriel Durrant

New Business

- Outdoor Advertising Signs – Zoning Text Amendment – Coventry Township** – The applicant has proposed that the Coventry Township Zoning Resolution be revised to replace Article 19.00, Section 19.02 Signs, Letter L “Other Signs” with Letter Article 19.00, Section 19.02 Signs, Letter L “Outdoor Advertising Signs,” and moving the current Letter L “Other Signs” to Article 19.00, Section 19.02 Signs, Letter M “Other Signs.”

Reported by Gabriel Durrant: Referenced text amendment request and opened floor to applicant.

Questions/Comments from the members:

None

Applicant: Rob Henwood, Coventry Township – Coventry currently does not allow billboards or large signs, this update is the result of a lawsuit that was settled to allow but not encourage signs in the Township.

County Engineer’s Office:

None

Summit Soil and Water:

None

Questions from the Public:

None

Discussion from the members:

Discussion from Chair Dennis Stoiber, Vice Chair Jeff Snell, and Member Rich Reville about clarification of several parts of the proposed update, including the following:

- Does the 40 sq ft max apply to each face of a two-sided sign, or total combined?
- Clarify position of allowing in residential zoning with agricultural use, but limiting to none within 300 ft of residential property.
- Clarify discrepancy between signs in agricultural use residential lots and signs for churches and schools in residential lots.

SCPC Member	Motion	Second	Aye	Oppose	Abstain
Bancroft, Richard					
Licate, David			X		
Donofrio, John					
Jones-Capers, Halle			X		
Julien, Kyle					
Reville, Rich		X	X		
Segedy, Jason					
Snell, Jeff	X		X		
Stoiber, Dennis			X		
Terry, Robert					
Whited, David			X		

Motion

Jeff Snell made a motion to *Recommend with due considerations with staff and agency comments* the **New Item #2 Outdoor Advertising Signs – Zoning Text Amendment – Coventry Township**, and it

was seconded by *Rich Reville, all in favor, 6, oppose 0, New Item #2 Outdoor Advertising Signs – Zoning Text Amendment – Coventry Township*, was *Recommended with due consideration to staff and agency comments* with 0 abstentions.

Old Business

1. **SCPC By-Laws Approval – Other – All Townships** – On December 18, 2025, the Summit County Planning Commission reviewed and discussed proposed edits to the Commission’s By-Laws by the SCPC Rules Committee. During this meeting, additional edits were proposed and have been incorporated into a final draft of proposed changes. This final draft is now being placed before the Commission for its final approval or disapproval.

Reported by Gabriel Durrant: Rules committee updates have been discussed and are ready for review and vote by full commission.

Questions/Comments from the members:

Applicant: Vice Chair Jeff Snell went through all proposed changes in the provided packet.

Discussion from the members:

SCPC Member	Motion	Second	Aye	Oppose	Abstain
Bancroft, Richard					
Licate, David			X		
Donofrio, John					
Jones-Capers, Halle			X		
Julien, Kyle					
Reville, Rich	X		X		
Segedy, Jason					
Snell, Jeff			X		
Stoiber, Dennis			X		

Terry, Robert					
Whited, David		X	X		

Motion

Rich Reville made a motion to *Recommend* the **Old Item #1 SCPC By-Laws Approval – Other – All Townships**, and it was seconded by *David Whited*, all in favor, **6**, oppose **0**, **Old Item #1 SCPC By-Laws Approval – Other – All Townships**, was *Recommended* with 0 abstentions.

2.

E. Report from Assistant Director **Assistant Director Holly Miller**

March Meeting is cancelled due to lack of items.

F. Comments from Public **Dennis Stoiber**

None

G. Comments from Commission Members **Dennis Stoiber**

Discussion from Member David Whited, Chair Dennis Stoiber, and Vice Chair Jeff Snell about the wording the Planning Commission uses when making a motion on an item. Chair does not like using the wording “Approved”, as we are an advisory body and cannot approve items. Instead, he would like the wording to be that an item is “recommended” to proceed with due consideration to the comments made by Commission Members and agencies.

H. Other **Attorney Marvin Evans**
 1. Legal Update

None

I. Adjournment **Dennis Stoiber**

SCPC Member	Motion	Second	Aye	Oppose	Abstain
Bancroft, Richard					
Licate, David			X		
Donofrio, John					
Jones-Capers, Halle	X		X		
Julien, Kyle					
Reville, Rich		X	X		
Segedy, Jason					
Snell, Jeff			X		
Stoiber, Dennis			X		

Terry, Robert					
Whited, David			X		

Motion

Halle Jones-Capers made a motion to *adjourn* the **SCPC meeting held Thursday, February 26th, 2026** – and it was seconded by *Rich Reville*, *all in favor, 6, oppose 0*, the **SCPC meeting held Thursday, February 26th, 2026**, was *adjourned* at 3:36 p.m.

Due to a technology malfunction, the recorder used during this meeting malfunctioned, preventing an audio recording of this meeting from being recovered. Therefore, these minutes were prepared, and represent the writer’s best recollection of the items discussed by:

Gabriel Durrant, Senior Administrator

Department of Community and Economic Development, GIS and Planning

February 27, 2026 at 11:13 a.m.



**ILENE
SHAPIRO**
COUNTY EXECUTIVE

Planning Commission
Zoning Text Amendment
Short Term Rentals
Applicant: Coventry Township
Location: Coventry Township

Item No.: 1
Meeting: April 30, 2026
Proposal: Short Term Rentals
Processor: James J. Taylor

Proposal: The applicant has proposed that Article 28.00 (Short Term Rentals(STR)) of the Coventry Township Zoning Resolution be revised to clarify that a portion of a residence may be rented as a STR; add the requirement of the submittal of a current fire inspection with a new or renewal application; add clarification regarding the site plan to be submitted; and increase the separation distance between STRs from 300 to 500 feet.

Proposed Text:

See Exhibit A. All edits are in red.

Agency Comments: *Italicized text indicates quotations from submitted agency comments.*

Township Comments (as shown in Exhibit B): Robert Henwood, Coventry Township Zoning Inspector, 3/20/2026:

The amendment proposes to conduct some housekeeping edits in the Short Term Rental (STR) section; clarify that a portion of a residence may be rented as a STR; add the requirement of the submittal of a current fire inspection with a new or renewal application; add clarification regarding the site plan to be submitted; and increase the separation distance between STRs from 300 to 500 feet.

Staff Comments: To examine STR regulations in greater detail, Staff researched similar regulations in both Bath and Copley Townships. According to the Bath Township Zoning Resolution, Article 5, Section 502-A General Use Regulations, Subsection 4 Prohibited Activities, “[t]he use of any dwelling unit as a short-term rental (not including conditionally approved traditional bed and breakfasts establishments, hotels, and motels) is prohibited within all residential and business zoning districts.” In Copley Township, there are currently no regulations for STRs in the township zoning resolution.

In Section 28.04, Short Term Rental Standards, the distance between STRs has increased from 300 ft. to 500 ft. Given that Coventry Township is home to Portage Lakes State Park, which is a popular tourist destination and a potential location for many of the STRs within the Township, will this distance increase limit the ability of property owners near these lakes to convert their parcels into STRs, especially given that much of the development near Portage Lakes consists of high density residential lake homes/cabins? Would this negatively impact the tourist-based

economy of the Portage Lakes region? In addition, will this increase in distance impact any currently registered STRs? If so, will those properties be grandfathered?

In addition, for Section 28.04 (C): Special Events, staff would like further clarification on the restriction of special events. For example, are special events not permitted on a STR while the *only while* property is being rented? Are they permitted when an STR property is owner-occupied? Are owner-occupied parcels that neighbor STRs still allowed to host special events? Do the capacity limits in Sections 28.04 (D) apply for special events occurring in owner-occupied properties neighboring STRs as well as STRs? More clarity would be appreciated.

Recommendation: Staff recommends to the Summit County Planning Commission that the proposed text amendment be **RECOMENDED** with due consideration of staff and agency comments.

ARTICLE 28.00

SHORT TERM RENTALS**

SECTION 28.01 PUBLIC PURPOSE

Article 28.00 is intended to protect and promote the health, safety, and general welfare of all the citizens of Coventry Township by requiring the registration and certification of short-term rentals within the Township. It is also the intent of **Article 28.00** to protect the integrity of residential neighborhoods while allowing property owners to receive remuneration from rental of a dwelling to help maintain the dwelling.

SECTION 28.02 DEFINITIONS

Caretaker - A caretaker is an individual, other than the short-term rental permit holder, who is responsible for the oversight and care of the ~~short~~Short-term ~~rental~~Rental.

Parking Space – For purposes of **Article 28.00**, a parking space shall be a minimum of ~~ten~~ ten (10) feet by ~~twenty~~ twenty (20) feet, located off-street, outside of a road right of way, and in one of the following locations:

1. a garage or carport
2. a paved or gravel driveway
3. a paved or gravel parking pad.

Renter – As used in this Resolution, a renter is an occupant or renter of a ~~short~~Short-term ~~rental~~Rental pursuant to a rental agreement.

Septic Approval, Current – As used in **Article 28.00**, Septic Approval is a form or document prepared by Summit County Health Department attesting to the rental property being compliant in regards to its home sewage treatment system (HSTS).

Short Term Rental- Any dwelling that is rented wholly or partly for a fee for less than thirty consecutive days by persons other than the permanent occupant or owner from which the permanent occupant or owner receives monetary compensation.

Short Term Rental Permit – A permit for a ~~short~~Short-term ~~rental~~Rental property located in a residential zoning district duly issued by Coventry Township Zoning ~~department~~Department.

Special Events – In association with a ~~short~~Short-term ~~rental~~Rental: A wedding, outdoor party, family reunion or similar gathering that exceeds the maximum number of occupants allowed under the ~~short~~Short-term ~~rental~~Rental permit.

SECTION 28.03 APPLICABILITY

This section applies to all residential dwellings in Coventry Township and owners of those dwellings wherein the dwelling or portion of the dwelling is rented for a period of thirty (30) days or less.

A. Permit Required

A permit is required prior to the rental of any residential dwelling to be rented for a period of thirty (30) days or less.

1. A permit issued by the Township shall be valid for a period of ~~one (1)~~ year or until the dwelling is sold.
2. A permit will be issued by Coventry Township Zoning within thirty (30) days of receipt of a complete short-term rental permit application, and: **
 - a. For properties on Akron Sanitary Sewer or Summit County Sanitary Sewer documentation attesting that is the case or:
 - b. For properties with a home sewage treatment system (HSTS) a current Summit County septic approval.
 - c. Documentation of a current approved Fire Inspection.
 - d. Public Notice and Comment: The Township shall cause a temporary sign to be placed on the property which is the subject of the ~~shortShort-term-Term rental Rental~~ application for the purpose of giving notice of the proposed ~~shortShort-term-Term rental-Rental~~ and soliciting public comment. The township may use any public comment received for the purpose of assisting the Township's evaluation of the ~~shortShort-Rterm rental-Rental~~ application's compliance with **Article 28.00**. The temporary sign shall be placed on the property no less ~~that~~ than fourteen (14) days before the ~~shortShort-term-Term rental-Rental~~ permit is issued by the Township. Any public comment received during this notice period shall be kept on file by the Township. The temporary sign notice requirements shall not apply to renewal applications. **
3. The permit shall indicate the maximum number of guests that can be accommodated at the rental in accordance with the standards listed in **Article 28.00 Section 28.04.D** (Capacity Limit).
4. A permit and permit holder shall be subject to all of the standards and penalties of the zoning resolution.

B. Application

An application provided by the Township for a ~~shortShort-term-Term rental-Rental~~ permit shall include the following at a minimum:

1. Address of property.
2. Property owner name(s).
3. Signature of property owner(s) and caretaker.
4. Contact information including: name, address, and 24-hour contact phone number for the owner of the property and the caretaker.
 - a. This information must be kept up to date in the Township's records.
 - b. It is the permit holder's responsibility to inform the Township of any change in caretaker or contact information for the permit holder or caretaker.
5. Number of bedrooms in the dwelling.
6. Number of parking spaces as defined under Section 28.02.

C. Site plan

~~Site~~The site plan of the property ~~including shall include the following~~ location of the dwelling, location and number of smoke and carbon monoxide detectors, driveway or other point of access,

and designated parking spaces meeting the definition of a ~~parking~~ Parking space ~~Space~~ under Section 28.02 and meeting the requirements of Section 28.04.

SECTION 28.04 SHORT TERM RENTAL STANDARDS

Short Term Rentals shall not be located within ~~300~~ five hundred (500) feet of an existing currently permitted Short Term Rental. The measurement shall be from the closest property line of the currently permitted to the closest property line of the property that is applying.

A. **Parking**

Parking for guests in a ~~short~~ Short-term ~~rental~~ Rental shall only be in identified parking spaces as defined in this resolution. No on-street parking shall be permitted in association with a ~~short~~ Short-term ~~rental~~ Rental.

B. **Trash**

Refuse and recyclables shall be stored in appropriate containers with tight fitting lids and shall be regularly picked up by a licensed waste hauler.

C. **Special Events**

Special events as defined in this section are not permitted at a Short Term Rental ~~short-term rental~~ property.

D. **Capacity Limit**

The maximum number of renters to be accommodated shall be equal to the number of bedrooms multiplied by a factor of two (2). The number of bedrooms shall be as certified by the applicant. The permit issued by the township shall indicate the maximum number of renters that may be accommodated as calculated under these standards.

E. **Contact**

The permit holder or a caretaker representing the property owner must be available by telephone at all times and must be physically located within a seventy five (75-) mile radius of the property in the event of an emergency or an issue that requires immediate attention.

F. **Permit Number**

The unique Short Term Rental ~~short-term rental~~ permit number issued by the Township shall be:

1. Included in any advertisement for the rental.
2. Posted in a location visible from the street or road serving the property.

G. **Pets**

Pets shall be secured on the premises or on a leash at all times.

H. **Applicable Rules**

Renters shall be made aware of the following:

1. The rules applicable to the renters under Article 28.00
2. Summit County Noise Ordinance 509.08
3. Summit County Fireworks Ordinance Chapter 551
4. Summit County Rental Registry

I. Signs

Under **Article 19 Section 19.02.L.2** of the Coventry Township Zoning Resolution, a residence in the Township is permitted an on-site identification sign no larger than two (2) square feet in area.

J. Campfires

Any campfires at a short-term rental property:

1. Shall be contained within a fire ring or other comparable container.
2. Shall be located no less than fifty (50) feet from any structure or any combustible material, located away from overhanging tree branches, and located such that the prevailing winds will not deliver smoke to adjacent residences.
3. Shall be under the direct supervision of an adult at all times.
4. Shall be fully extinguished prior to leaving the fire.

SECTION 28.05 VIOLATIONS AND REVOCATION OF PERMIT

A. Violations

Any of the following will be considered a violation of the Coventry Township Zoning Resolution:

1. Failure to update information with the Township such as the caretaker's or owner's contact information in a timely manner.
2. Advertising a Short Term Rental~~short-term-rental~~ for a capacity in excess of that allowed under the permit issued by the Township.
3. Failure of the permit holder or his/her designated caretaker to be available at any time during the tenure of an active ~~short~~Short-term-Term rental~~Rental~~.
4. Providing false or misleading information on the application for a ~~short~~Short-term-Term rental~~Rental~~ permit.
5. Failure to obtain a Short Term Rental~~short-term-rental~~ permit when operating a Short Term Rental~~short-term-rental~~.
6. Failure to comply with any of the standards under Section 28.04.

B. Nuisance Per Se

Any Short Term Rental~~short-term-rental~~ permit holder or caretaker who violates any provision of this resolution shall be responsible for an infraction of the Coventry Township Zoning Resolution and shall be subject to a fine of not more than five hundred dollars (\$500)~~dollars~~. The Township shall have the right to commence a civil action to enforce compliance with this resolution. Each day this resolution is violated shall be considered a separate violation.

C. Revocation

The Township may revoke a Short Term Rental~~short-term-rental~~ permit following two separate violations on the same property under the same ownership within any single calendar year. The property owner may reapply for a permit the following calendar year and receive a Short Term Rental~~short-term-rental~~ permit if all violations have been resolved.

SECTION 28.06 ENFORCEMENT OFFICIALS

In accordance with Ohio Revised Code, the Coventry Township Zoning Inspector or an officer of the Summit County Sheriff department is hereby designated as authorized officials to issue violations

directing alleged violators to appear in court.

*Added to Township Zoning Code JULY 13, 2019 – numbering may have changed from original to fit formatting

**Amended June 14th, 2021, December 14, 2023



ILENE SHAPIRO
COUNTY EXECUTIVE

Summit County Planning Commission
Department of Community and Economic Development
470 Grant Street, Akron, OH 44311

ZONING TEXT OR MAP AMENDMENT FORM

Select Type of Application: Zoning Text Amendment Zoning Map Amendment

APPLICANT INFORMATION

Applicant: Rob Henwood, Zoning Inspector

Address: 68 Portage Lakes Dr.

Township Name: Coventry Township

Phone: 330-644-0785 ext. 695 Email: r.henwood@coventrytownship.com

DESCRIPTION OF AMENDMENT

Please describe in detail the zoning text or map amendment. If more space is needed, please feel free to attach additional pages, along with any maps, graphs or other supporting documents to this form.

The amendment proposes to conduct some housekeeping edits in the Short Term Rental (STR) section; clarify that a portion of a residence may be rented as a STR; add the requirement of the submittal of a current fire inspection with a new or renewal application; add clarification regarding the site plan to be submitted; and increase the separation distance between STRs from 300 to 500 feet.

Applicant's or Authorized Representative's Signature: Robert Henwood

Date: 3/20/2026

