



AGENDA - TROY PLANNING COMMISSION MEETING
WEDNESDAY, OCTOBER 22, 2025, 3:30 P.M.
CITY HALL, COUNCIL CHAMBERS

1. Roll Call (Mr. McGarry will not be attending)
2. Minutes - Oct. 8, 2025
3. Historic District Application - Certificate of Appropriateness, 203 & 203 1/2 S. Mulberry Street, for exterior alterations/repair
Owner - Bonnie Kinney
Applicant - Dana Roofing
-Commission to make decision
4. Historic District Application - Certificate of Appropriateness, 220 W. Main Street, for the installation of a 15 Square Foot wall sign
Owner - Kleptz Development Group
Applicant - Behr Design LLC
-Commission to make decision
5. Review of City Beautification Committee proposed plantings and color palate for 2026. Information will be presented at the meeting by Gareth Johnston, Chair of the City Beautification Committee, and Renee Lavey. (Information regarding colors/plantings will be presented at the meeting.)
-Commission to make decision.
6. Other
7. Adjourn

Next Meeting -- Nov. 12, 2025

Members - if you will not be attending, please call or email Sue

October 8, 2025

A regular meeting of the Troy Planning Commission was held in Council Chambers, City Hall on Wednesday, October 8, 2025, at 4:00 p.m. with Chairman James McGarry presiding. ATTENDING: Members – McGarry, Ehrlich and Wolke; Development Staff – Bruner and Burgei; Development Director Davis.

APPROVAL OF MINUTES: Upon motion of Mr. Wolke, seconded by Mrs. Ehrlich, the minutes of the September 10, 2025, meeting were approved by unanimous voice vote.

FINAL PLAT APPROVAL. SHIVSAGAR RESIDENTS SUBDIVISION, LOCATED ON S. STANFIELD ROAD, NORTH OF COMMERCE CENTER BLVD.; OWNER: LOCATED ON S. STANFIELD ROAD, NORTH OF COMMERCE CENTER BLVD.; OWNER - SHIV RENTALS, LTD.; APPLICANT - CHOICE ONE ENGINEERING. STAFF REPORT: This development will consist of just this one section; details are:

- This development is located on Commerce Center Boulevard. The owner/developer is Shiv Rentals Ltd.
- The Planning Commission approved the Preliminary Plan of this Subdivision on August 13, 2025. This subdivision will consist of just this one section. The final plat request is in general conformance with the approved Preliminary Plan.
- City staff has reviewed the final plat in detail and has recommended that the Final Plat of the Shivsagar Resident Subdivision and the dedication of Right-of-Way be approved by the Troy Planning Commission and recommended for approval to City Council.
- The subdivision consists of 2.569 acres. The zoning is OR-1 Office Residence District, which minimum lot area of 6,000 Square Feet with a minimum of 3,000 Square Feet per dwelling unit. There will be six building lots. Each building will consist of four units and will comply with this requirement. The lots range from .367 acres to 0.552 acres.
- There will be 0.431 acres of new right-of-way to be dedicated. The name of the cul-de-sac is Sia Circle.
- The payment of fees-in-lieu of dedicated park land has been approved by the Park Board and the Planning Commission for this development and will be collected with each new housing permit.
- City staff has reviewed the final plat in detail and has recommended that the Final Plat of the Shivsagar Resident Subdivision and the dedication of Right-of-Way be approved by the Troy Planning Commission and recommended for approval to City Council.

ACTION OF THE COMMISSION:

A motion was made by Mr. Wolke, seconded by Mr. Westmeyer, that the Troy Planning Commission recommends that Troy City Council approve the final plat of the Shivsagar Resident Subdivision as submitted and the dedication of right-of-way.

MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE

There being no further business, the meeting adjourned at 3:33 p.m. upon motion of Mr. Westmeyer, seconded by Mrs. Ehrlich, and approved by unanimous voice vote.

Respectfully submitted,

Chairman

Secretary

MEMORANDUM

TO: City of Troy Planning Commission Members

FROM: Andrew Burgei, Zoning Inspector

DATE: October 14, 2025

SUBJECT: Certificate of Appropriateness – 203 & 203 ½ S. Mulberry Street

PROPOSAL:

The Owner, Bonnie Kinney, has requested the Planning Commission to review the exterior alterations/repair at the property located at 203 & 203 ½ S. Mulberry Street. The property is located in the R-7 Multi-Family Residential District.

BACKGROUND:

The Ohio Historic Inventory (OHI) form describes this property as a two-story brick and frame residence with Queen Anne elements. Unusual brick first floor and frame second. The second-floor flares out at the top of the brick portion. Contributing features include: round-end wood shingles; 2 dormers; 1/1 and ornate 1/1 windows; front porch. Alterations include a shed roof addition and stairs & porch added at the rear for second floor access.

During the July 9, 2025, Planning Commission meeting, the Planning Commission denied the request due to the replacement of the round end wood siding (fish scaled siding) with vinyl siding. Staff recommend that the owner look at other alternatives to the traditional vinyl siding. The Owner is now proposing the alternative that staff recommended.

DISCUSSION:

Exterior Alterations/Repair. The applicant proposes alterations and repairs including replacement of deteriorated boards with new vinyl siding. The vinyl siding that is proposed will replicate the round end wood siding (fish scaled) siding on the upper floors of the structure. The proposed color is (pacific blue).



STAFF ANALYSIS (Design Manual):

Staff analysis can be found following each **bold** Design Manual guideline below:

Section 2.1 C. If it is not practical to retain the original materials or features due to the condition, unavailability, safety, or energy efficiency of original materials, then quality, contemporary, substitute materials, when approved by the Board, should replicate the material being replaced in composition, design, color, texture, and other visual qualities. Contemporary materials may be used if it is demonstrated that they have the same quality and character as historic materials. **The new vinyl siding will match the design characteristics of the contributing features. The proposal meets this guideline.**

RECOMMENDATION (Vinyl Siding):

Staff recommends approval of the vinyl siding due to compliance with Design Manual Section 2.1 C.



CITY OF TROY PLANNING COMMISSION
APPLICATION FOR HISTORICAL TROY ARCHITECTURAL DISTRICT

Date 10-1-2025

Applicant Data Roofing (Runeo Bodice) Telephone No. 937-570-2337

Owner of Property Bonnie Kinney Has the Owner been Notified? yes

Address of Project 203 Mulberry

Contact Address (if different than Project Address) 8210 Mill Rd Troy OH

Name of Architect/Engineer and/or Contractor Data Roofing

Application for renovation to include the following:

- ☐ Alteration
☒ Construction
☐ Moving A Building
☐ Painting

- ☐ Repair
☐ Demolish - Principal Structure
☐ Demolish - Accessory Structure
☐ Other: _____

Will the work require use of the public right of way? (Blocking of sidewalk, parking spaces, etc?) ☐ Yes ☒ No

*If yes, a use of public space application is required

ONE (1) COPY OF INFORMATION TO BE SUPPLIED BY APPLICANT:

- Site Plan drawn to scale shall be provided showing structure in question & its relationship to adjacent structures.
- Description of proposed use, if different than existing use.
- Plans illustrating the proposed structural or exterior changes, including changes in parking facilities, landscaping, screening, fences, signs and other relevant structures and fixtures, and relationship to surrounding structures.
- Description and samples of materials proposed to be used in the project.
- Paint samples for painting applications.
- Any other photographs or illustrative visual aids and/or materials relevant to the project.
- A written letter from the owner acknowledging the application, or a printed signature from the property owner on this form.
- Application fee: \$25.00

*The Planning Commission meets on the second and fourth Wednesday of every month. Completed applications are due a minimum of two weeks prior to the requested meeting date.

SIGNATURE OF APPLICANT:

[Signature]

BONNIE Kinney

SIGNATURE OF PROPERTY OWNER:

PRINTED NAME OF PROPERTY OWNER:

OFFICE USE ONLY:

DATE FILED: _____

CASE #: _____

DATE OF MEETING: _____



DATA Roofing LLC

Richard Booker Jr.

Owner

(937) 570-2337

DATA roofing@yahoo.com

6210 Mill Rd.

Troy, OH 45373

Contractors Invoice

WORK PERFORMED AT:

TO:

Bonnie Kinney

203 Mulberry

Troy OH 45373

DATE

9-22-2025

YOUR WORK ORDER NO.

0025-00341

OUR BID NO.

DESCRIPTION OF WORK PERFORMED

Install New J-Channel

Install New Fish Scale Siding on Top Area

Install All Corners

Install New Soffit

Wrap All Windows & Doors

Wrap All Fascia Board

Replace all Bad Boards

One Story

Back Area of House Install D-4 Siding

Install J-Channel

Install Corners

Install Fascia Wrap

Remove all TRASH

Amount Paid

28,600

Bonnie Kinney

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of _____

Dollars (\$ _____).

MEMORANDUM

TO: City of Troy Planning Commission Members
FROM: Andrew Burgei, Zoning Inspector
DATE: October 6, 2025
SUBJECT: Certificate of Appropriateness – 220 West Main Street

PROPOSAL:

The applicant Behr Design LLC., on behalf of the owner Kleptz Development Group LLC has requested the Planning Commission to review the installation of a 15 square foot wall sign at the property located at 220 W. Main Street. The property is located in the B-2 General Business District.

BACKGROUND:

The OHI form describes this as a Queen Anne Style building. Contributing features include complex roof massing, paneled recess with transom and high side lights with etched glass windows 1/1/ DHS. The large bay with overhanging eaves, Eaves and box cornice and half-timbered gables with mullion windows. The front gable has a split ridge and ridge ornaments are also referenced.

DISCUSSION:

Wall Sign. The building is permitted to have a total of 37.5 square feet of building signage. The applicant proposes to install a 15 square foot building sign.

Ground Sign. The applicant proposed refacing existing ground sign. This has been approved administratively.

STAFF ANALYSIS (Wall Sign):

Staff analysis can be found following each **bold** Design Manual guideline below:

Section 5.4 B. Wall signs should be three dimensional, with letters carved by a router, or; **The depth of the lettering one-half (½) inch. The proposal meets this guideline.**

Section 5.4 C. Letters should be individually pin-mounted or incorporated into a sign panel. Internally illuminated signs are not permitted. **The depth of the lettering is one-half (½) inch. The proposal meets this guideline.**

RECOMMENDATION (Wall Sign):

Staff recommends approval of the signage due to the compliance with Design Manual Section 5.4.

20250443



Troy Development Department
102 S. Market St.
Troy, OH 45373
937.339.9481

CITY OF TROY PLANNING COMMISSION
APPLICATION FOR HISTORICAL TROY ARCHITECTURAL DISTRICT

Date 9/29/05
Applicant Behr Design LLC Telephone No. (937) 492-5704
Owner of Property Tom Kleptz Kleptz Development Group Has the Owner been Notified? Yes
Address of Project 220 W. Main St.
Contact Address (if different than Project Address) Same
Name of Architect/Engineer and/or Contractor Behr Design LLC

Application for renovation to include the following:

- ☐ Alteration
☐ Construction
☐ Moving A Building
☐ Painting

- ☐ Repair
☐ Demolish - Principal Structure
☐ Demolish - Accessory Structure
☒ Other: Sign

Will the work require use of the public right of way? (Blocking of sidewalk, parking spaces, etc?) ☐ Yes ☒ No

*If yes, a use of public space application is required

ONE (1) COPY OF INFORMATION TO BE SUPPLIED BY APPLICANT:

- (a) Site Plan drawn to scale shall be provided showing structure in question & its relationship to adjacent structures.
- (b) Description of proposed use, if different than existing use.
- (c) Plans illustrating the proposed structural or exterior changes, including changes in parking facilities, landscaping, screening, fences, signs and other relevant structures and fixtures, and relationship to surrounding structures.
- (d) Description and samples of materials proposed to be used in the project.
- (e) Paint samples for painting applications.
- (f) Any other photographs or illustrative visual aids and/or materials relevant to the project.
- (g) A written letter from the owner acknowledging the application, or a printed signature from the property owner on this form.
- (h) Application fee: \$25.00

*The Planning Commission meets on the second and fourth Wednesday of every month. Completed applications are due a minimum of two weeks prior to the requested meeting date.

SIGNATURE OF APPLICANT:

Heinrich M. Behr

SIGNATURE OF PROPERTY OWNER:

Thomas J. Kleptz

PRINTED NAME OF PROPERTY OWNER:

Thomas J. Kleptz
Kleptz Development Group LLC

OFFICE USE ONLY:

DATE FILED: _____

CASE #: _____

DATE OF MEETING: _____

102 South Market Street, Troy, OH 45373-7303

Make it yours





APPLICATION FOR SIGN PERMIT:

A separate application must be filed for each type of sign.

Type of Project: ☐-New Industrial ☐-New Commercial ☐-New Residential ☐-Temporary ☐- Reface of Existing

Address of Project: 220 W. Main St.

Applicant/ Business Name: Behr Design LLC

Address: 114 E. Poplar St., Sidney, OH 45365

Phone: (937) 492-5704 Email: kbehr@behrdesign.com

Contractor Name: Behr Design LLC

Address: 114 E. Poplar St., Sidney, OH 45365

Phone: (937) 492-5704 Email: kbehr@behrdesign.com

Property Owner Name: Tom Kleptz

Address: 220 W. Main St.

Phone: (937) 339-8709 Email: tkleptz@tunstonefinancial.com

New tenant? ☐-Yes ☒-No

Building setback: _____

Height & Stories of Building: _____

Building/Tenant Frontage (linear feet): _____

Top of New Sign from Grade: _____

Number of Faces: _____

Cost of Sign(s): \$4200.00

Type of Proposed Sign:

- | | | |
|--|--|-----------------------------------|
| ☐ - Awning | ☐ - Development I.D. | ☐ - Window |
| ☐ - Billboard | ☐ - Freeway Oriented | ☐ - Other |
| ☒ - Building | ☒ - Ground | |
| ☐ - Canopy | ☐ - Projecting | |

☐- Temporary Banner: 28 days or 4, 7-day increments total: Dates for display: _____

☐- Temporary Const. Sign: Removed within 14 days of beginning of intended use or completion of const, whichever is sooner.

Illuminated: ☐-Internal ☐-External ☐-Electronic Changeable ☒- No

Historic District: ☒- Yes ☐- No If YES, a Historic District Review Application is Required.

Dimensions:
Quantity: 3 Length: _____ Width: 38" x (2) Height: 40" x (2) Total Sq.ft.: 36

☒- Provided separate drawings w/ dimensions

Fees: ☒- New Signs - \$50 ☐- Temporary Signs - \$25

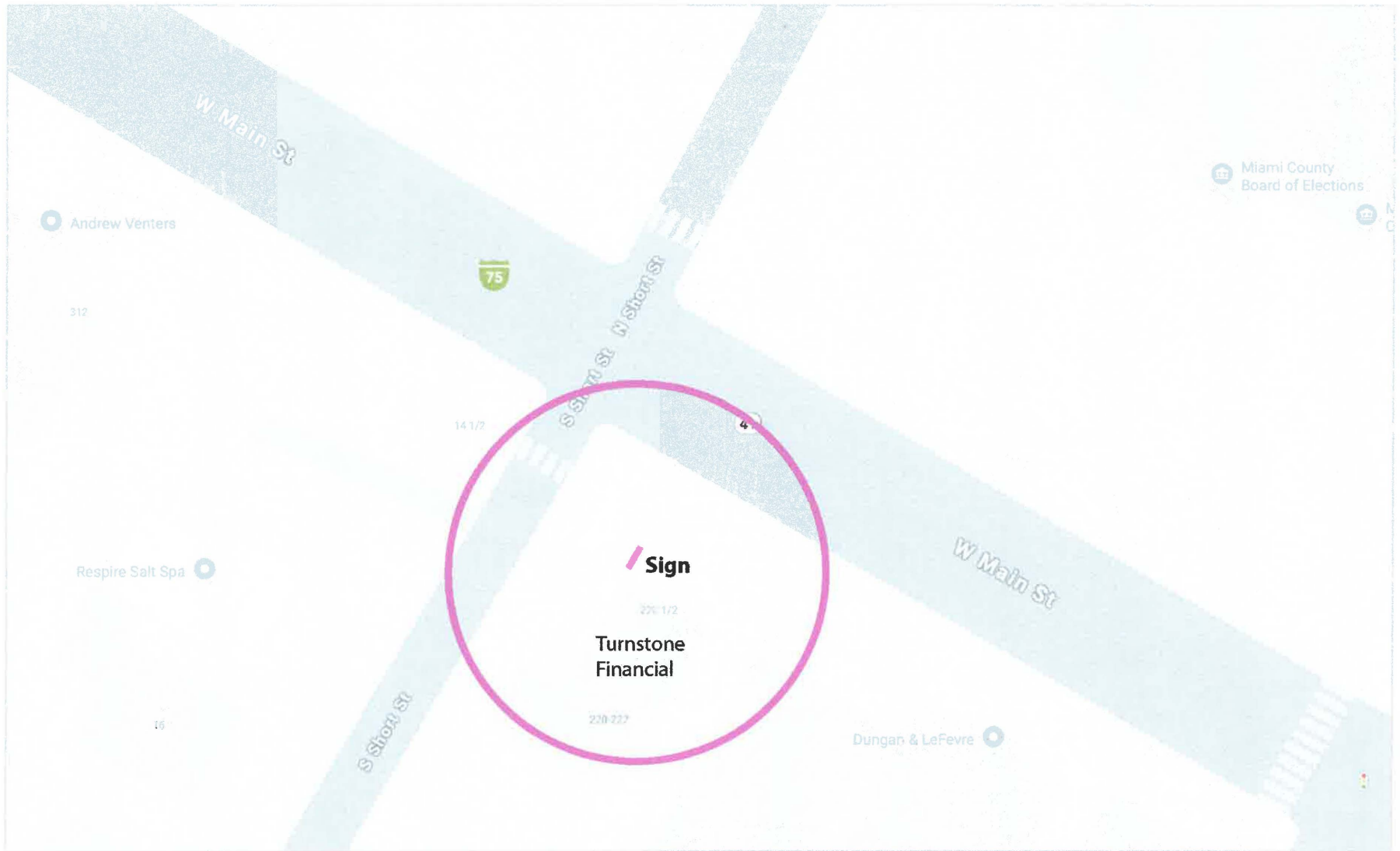
By signing this application, I acknowledge that I am authorized by the owner to make this application. The information presented is accurate. I agree to allow City of Troy employees to enter the property in order to complete necessary inspections. I agree to conform to all applicable laws of the City.

Signature: Tom H. Kleptz Date: 9/29/05

100 South Market Street, Troy, OH 45373-7303

Make it yours





Sign Proposal for:

Turnstone Financial

July 30, 2025

Design Copyright of Behr Design, LLC

Provided by



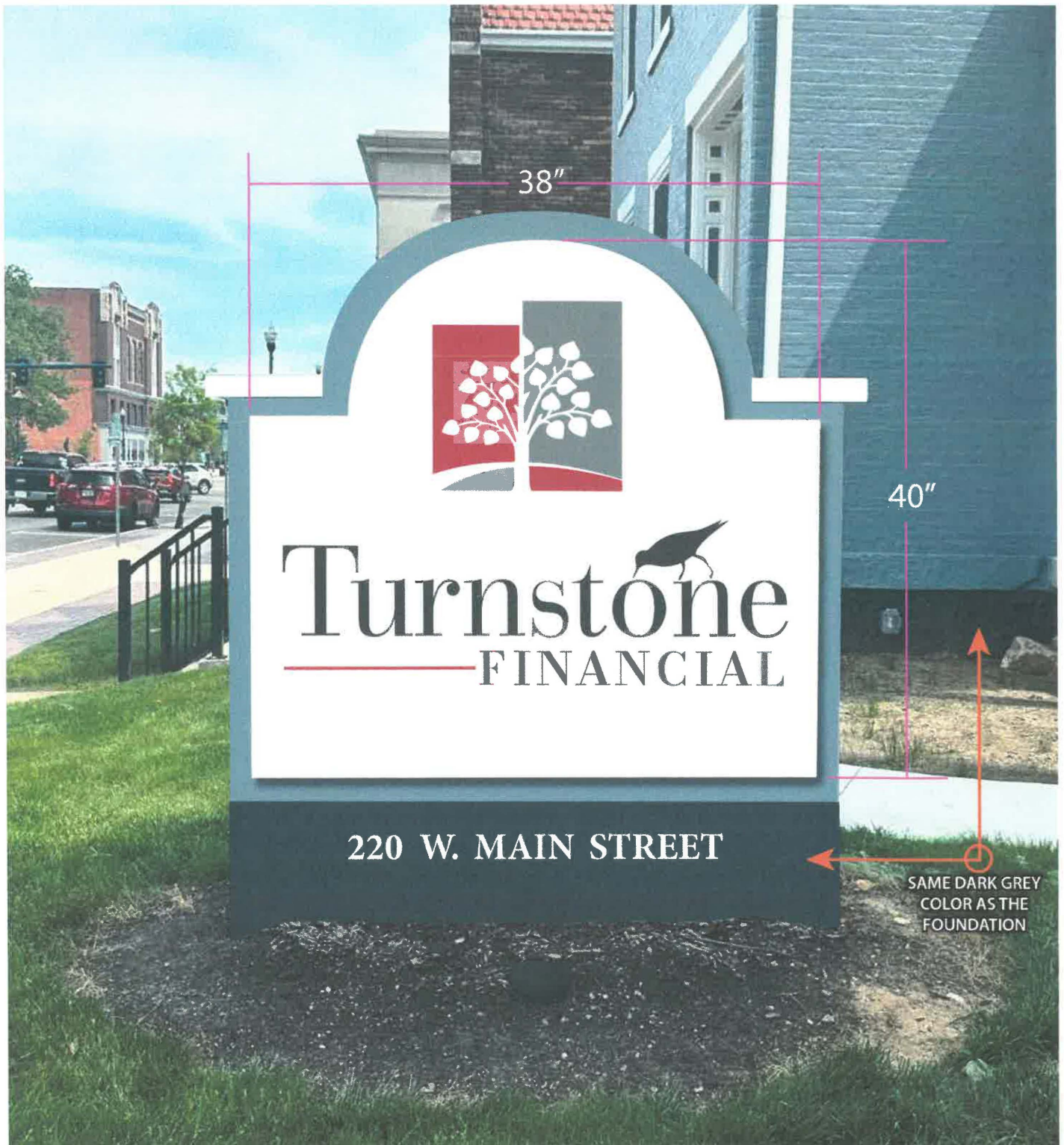
BEHR DESIGN, LLC

SIGNAGE • MARKETING • WEB & CREATIVE AGENCY

Contact:

Kevin Behr

937-492-5704



Sign Proposal for:

Turnstone Financial

September 16, 2025

Design Copyright of Behr Design, LLC

Provided by



Contact:
Kevin Behr
937-492-5704

BEHR DESIGN, LLC

SIGNAGE • MARKETING • WEB & CREATIVE AGENCY



Sign Proposal for:

Turnstone Financial

July 1, 2025

Design Copyright of Behr Design, LLC

Provided by



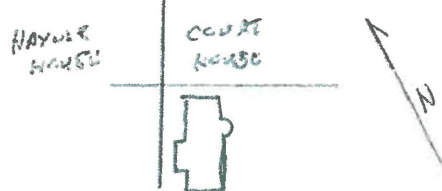
Contact:
Kevin Behr
937-492-5704

BEHR DESIGN, LLC

SIGNAGE • MARKETING • WEB & CREATIVE AGENCY

OHIO HISTORIC INVENTORY

Ohio Historic Preservation Office
Ohio Historical Center
Columbus, Ohio 43211

1. No. 10929-000400 MIA-58-05 2. County Miami 3. Location of Negatives Regional Office		4. Present Name(s) 5. Other Name(s)		1. No. 10929 2. County Miami 4. Present Name(s)															
6. Specific Location 220-222 West Main		16. Thematic Category C 17. Date(s) or Period		2. County Miami 4. Present Name(s)															
7. City or Town If Rural, Township & Vicinity Troy		18. Style or Design Queen Anne 19. Architect or Engineer																	
8. Site Plan with North Arrow 		20. Contractor or Builder 21. Original Use, if apparent Residence 22. Present Use Apartments																	
9. Coordinates Troy Lat. _____ Long. _____ U.T.M. Reference <table border="1" style="width:100%; text-align: center;"> <tr> <td>1</td><td>6</td><td>7</td><td>3</td><td>8</td><td>3</td><td>8</td><td>0</td><td>4</td><td>4</td><td>3</td><td>5</td><td>7</td><td>6</td><td>0</td> </tr> </table> Zone _____ Easting _____ Northing _____ Site ☐ Structure ☐ Building ☒ Object ☐		1	6		7	3	8	3	8	0	4	4	3	5	7	6	0	23. Ownership Public ☐ Private ☐ 24. Owner's Name & Address, if known	
1	6	7	3		8	3	8	0	4	4	3	5	7	6	0				
11. On National Register? Yes ☐ No ☒ 12. Is It Eligible? Yes ☒ No ☐ 13. Part of Estab. Hist. Dist.? Yes ☐ No ☒ 14. District Potent'l? Yes ☐ No ☒		25. Open to Public? Yes ☐ No ☒ 26. Local Contact Person or Organization Troy Historical Society 27. Other Surveys in Which Included																	
15. Name of Established District		28. No. of Stories 2 29. Basement? Yes ☐ No ☐ 30. Foundation Material stone 31. Wall Construction brick 32. Roof Type & Material complex patterned slate 33. No. of Bays Front 2 Side 4 34. Wall Treatment some imbricate shingle 35. Plan Shape rectangular 36. Changes (Explain in #42) Addition ☒ Altered ☒ Moved ☐ 37. Condition Interior _____ Exterior good																	
42. Further Description of Important Features The complex massing is provided only by the roof; the main door in the right bay is in a panelled recess with transom and high side lights with etched glass windows are 1/1 D.H.S.. The West side has a large bay with overhanging eaves. There is a one story semi-circular bay on the east. Eaves are box cornice and the gables are half timbered with mullion windows. The front gable has a split ridge. There are ridge ornaments.		38. Preservation Underway? Yes ☒ No ☐ 39. Endangered? By What? Yes ☐ No ☒ 40. Visible from Public Road? Yes ☒ No ☐ 41. Distance from and Frontage on Road 60' wide street front																	
43. History and Significance A fine Queen Anne townhouse in a good state of preservation.																			
44. Description of Environment and Outbuildings At the interface between commercial and residential downtown in Troy																			
45. Sources of Information		46. Prepared by Loren S. Gannon Jr. 47. Organization Regional office 48. Date 12/13 49. Revision Date(s)																	