

A regular meeting of the Troy Planning Commission was held in Council Chambers, City Hall on Wednesday, May 28, 2025 at 3:30 p.m. with Vice-Chairman Larry Wolke presiding. ATTENDING: Members – Westmeyer, Wolke, Ehrlich, Oda and Titterington; Development Staff – Eidemiller and Bruner; Intern - Kayla Worthington; and Development Director Davis.

APPROVAL OF MINUTES: Upon motion of Mayor Oda seconded by Mr. Westmeyer, the minutes of the May 14, 2025, meeting were approved by unanimous voice vote.

HISTORIC DISTRICT APPLICATION, CERTIFICATE OF APPROPRIATENESS, 101-103 S. MARKET STREET, REPLACE EXISTING AWNING WITH AN AWNING OF THE SAME DESIGN AND MATERIAL; OWNER - HEATHER AND ROBERT DAVEY; APPLICANT - CHRISTINA GREGORY, SIGN SERVICE PRO. Staff reported: property is zoned B-3 Central Business District; the Ohio Historic Inventory (OHI) form describes this property as a two story brick commercial building with openings set within recesses across the front (entrance recess is narrower), and six equal size recesses along the north side of the subject CDF; wire cut brick on the façade and some decorative brickwork on the piers are present on the north and west elevations; applicant proposes replacement of the existing awning with the same design and material; color will be red with white lettering at a height of eight feet above the parking lot; and awning will include “RFC” lettering covering an area of 0.75 square feet.

STAFF ANALYSIS (Awning): Staff analysis can be found following each bold Design Manual guideline below:

Section 2.11 A. Fabric awnings are preferred and shall have a matte surface. The awning will be a fabric material and have a matte surface. **The proposal meets this guideline.**

Section 2.11 B. Avoid fixed, permanent canopies unless it can be documented through research that a building had one in the past or the canopy design is compatible with the original character of the building and the district. The replacement awning will be identical to the existing awning. **The proposal meets this guideline.**

Section 2.11 C. Each window or door should have its own awning, rather than a single full-width awning covering an entire façade. The awning is covering a single door. **The proposal meets this guideline.**

Section 2.11 D. A traditional flat, sloped awning design should be used. Selection of open-end versus closed-end awnings should be historically based. The replacement awning will be identical to the existing awning. **The proposal meets this guideline.**

Section 2.11 E. Awning color(s) should complement the building and be compatible with historically appropriate colors used on the building, but avoid overly ornate patterns and too many colors. A simple pattern using no more than two colors is preferred. **The replacement awning will be identical to the existing awning. The proposal meets this guideline.**

STAFF ANALYSIS (Awning Sign): Staff analysis can be found following each *bold* Design Manual guideline below:

Section 5.6 A. Awning sign designs should be coordinated with the architectural character of the storefront. The use of stripes and scalloped edges should be minimized unless there is substantial evidence that the detail is historically appropriate. The replacement awning will be identical to the existing awning. **The proposal meets this guideline.**

Section 5.6 B. Awning signs should include simple text and logos on subdued backgrounds. **The proposal will have simple text and logos and will meet this guideline.**

RECOMMENDATION (Awning):

Staff recommends approval of the awning due to the compliance with Design Manual Sections 2.11.

RECOMMENDATION (Awning Sign):

Staff recommends approval of the awning sign due to the compliance with Design Manual Sections 5.6.

DISCUSSION. In response to Mr. Wolke asking if this replacement would be more of a maintenance item, staff advised that as it is an entire replacement, the work is considered an alteration.

ACTION OF THE COMMISSION. A motion was made by Mayor Oda seconded by Mr. Westmeyer, to approve the Historic District Application, Certificate of Appropriateness for 101-103 S. Market Street as submitted for the awning replacement and signage on the awning, for the exact materials and colors stated in the application, based on the findings that both the awning and awning signage complies with the design manual. **MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE**

HISTORIC DISTRICT APPLICATION, CERTIFICATE OF APPROPRIATENESS, 12-16 S. MARKET STREET, PAINT, STOREFRONT AND WINDOW ALTERATIONS; OWNER – EVAN ILES & DAN BURNS; APPLICANT – ANDREW CIRCLE, ARCHITECT. Staff reported: the property is located in the B-3 Central Business District; OHI form describes this property as an early Victorian structure; contributing features include the windows that have shaped head molds and stone sills; and the eave and boxed cornice with frieze and elongated brackets.

DISCUSSION:

Storefront Alteration. The red painted metal panels, awning, and storefront that includes the stone clad knee walls are proposed for removal. This will expose the details underneath for evaluation. It is important to note that if the storefront details are in too bad shape or need significant modifications to the design that was submitted, the applicant will make a new application to the Planning Commission.

Paint. The applicant proposes painting the main body color Sherwin Williams Studio Blue Green (SW 0047). The accent trim will be painted both Sherwin Williams Classic Light Buff (SW 0050) and Library Pewter (SW 0038). On the south side of the building, the applicant proposes to paint the storefront Sherwin Williams Garden Grove (SW 6445).

Windows. The applicant is proposing to replace ten (10) windows with Pella Monumental Style Wood Windows that are wrapped in aluminum clad in the Sherwin Williamis Library Pewter (SW 0038) color.

STAFF ANALYSIS (Storefront Alteration): Staff analysis can be found following each *bold* Design Manual guideline below:

Section 2.15 A. Designs should be consistent with the historic storefront character, including window sizes and architectural features. **The proposal would bring back the original characteristics of the storefront. The proposal complies with this guideline.**

Section 2.15 B. Storefronts should retain ornamentation and trim consistent with the historic architectural style of the building. **The proposal would bring back the original characteristics of the storefront. The proposal complies with this guideline.**

Section 2.15 C. Avoid “theme” restorations (e.g. Colonial, Bavarian, Art Deco, Post Modern, etc.) unless historically true to the building. **The proposal would bring back the historically true characteristics of the storefront. The proposal complies with this guideline.**

Section 2.15 D. Materials should be consistent with the historic architectural style of the building. Inappropriate designs and materials should be avoided such as diagonal wood siding, vinyl or aluminum siding, mansard roofs, and fixed metal canopies. **The proposal will bring back the original wood designs and materials of the storefront. The proposal complies with this guideline.**

Section 2.15 E. Piers, columns, or pilasters that separate a storefront into distinctive bays shall be preserved. **The original columns will be preserved. The proposal complies with this guideline.**

Section 2.15 F. The size of the storefront opening shall not be reduced. Transparency and scale are very important to storefronts and their relations to the remainder of the building. The size of the storefront will not be altered. **The proposal complies with this guideline.**

STAFF ANALYSIS (Paint): Staff analysis can be found following each ***bold*** Design Manual guideline below:

Section 2.6 A. A concentration of similar colors on the same block should be avoided. **Similar colors on the same block are being avoided. The proposal meets this guideline.**

Section 2.6 B. Historically unpainted surfaces should not be painted. Historically painted surfaces should remain painted. **The unpainted surfaces are remaining unpainted. The proposal meets this guideline.**

Section 2.6 C. Simpler buildings should have a simple color scheme. More ornate structures, such as larger Queen Anne styles, may incorporate three or more colors. **The proposal will have a simple color scheme and will meet this guideline.**

Section 2.6 D. Matte, flat, or semi-gloss paint should be used. Avoid high gloss paint. **High gloss paint will be avoided. The proposal will meet this guideline.**

Section 2.6 E. In all circumstances, avoid bright and obtrusive colors, such as neon or day-glow hues. **Bright, obtrusive, and neon colors are being avoided. The proposal meets this guideline.**

STAFF ANALYSIS (Windows): Staff analysis can be found following each ***bold*** Design Manual guideline below:

Section 2.8 A. The position, number, and arrangement of original windows in a building should be preserved. **The position, number, and arrangement of the original windows are being preserved. The proposal meets this guideline.**

Section 2.8 B. If original windows are extensively deteriorated, only the deteriorated windows should be replaced. Avoid removing any that are still repairable. **The windows are single pane and have sustained water damage. The proposal meets this guideline.**

Section 2.8 C. Avoid enlarging or downsizing window openings to accommodate replacement window sizes.

The proposal will retain the original window openings. The proposal meets this guideline.

Section 2.8 D. Replacement windows should match the appearance of the historic originals in number of panes, dimensions of sash members, and profile of sash members and muntins. Windows should simulate the operating characteristics of the originals. The same material as the original windows, usually wood, should be used. **The replacement windows will be Pella Monumental Wood windows that are wrapped in aluminum clad. The number of muntins and depth will be identical to the original windows. The proposal meets this guideline.**

Section 2.8 E. Interior or exterior storm windows may be used to increase energy efficiency of existing windows. These should be either a single pane or, if they have an upper and a lower pane, the division between the two should be at the meeting rails of the original exterior windows. Storm windows should match the color of the existing window trim. **N/A**

Section 2.8 F. Windows that have an original storm sash should be repaired and retained. **N/A**

STAFF RECOMMENDATIONS

(Storefront Alteration):

Staff recommends approval of the storefront alteration with the following condition:

 If the storefront material underneath the metal is too far gone or otherwise requires any changes, a new application is made to the Planning Commission.

 This conditional approval is based on compliance with Design Manual Section 2.15 as outlined above.

(Paint):

Staff recommends approval of the paint due to the compliance with Design Manual Section 2.6 as outlined above.

(Windows):

Staff recommends approval of the windows due to the compliance with Design Manual Section 2.8 as outlined above.

DISCUSSION: In response to Mayor Oda about what was being painted “arugula” as shown on the rendering, it was stated tis will be an accent color at 16 S. Market Street, first floor of part of the property used as the Morris House.

 Mr. Titterington asked about a time frame so the work did not extend for a long period and advised that the work is to be performed withing six months.

 ACTION OF THE COMMISSION: A motion was made by Mr. Titterington, seconded by Mrs. Ehrlich, to approve the Historic District Application, Certificate of Appropriateness for 12-16 S. Market Street as submitted, for the exact materials and colors stated in the application, and based on the findings of staff for each item, and the condition that if the storefront material underneath the metal is too far gone or otherwise requires any changes, a new application must be made to the Planning Commission.

MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE

FINAL PLAT APPROVAL, FOX HARBOR SECTION 11 - PLAT IS LOCATED WEST OF THE KINGS CHAPEL NEIGHBORHOOD AND SOUTH OF W. MAIN STREET; OWNER - HARBOR WEST LAND COMPANY; APPLICANT - BRUMBAUGH ENGINEERING & SURVEYING LLC. Staff reported the following details:

- Section 11 is an area of 7.605 acres
- There will be 27 building lots on that 6.040 acres
- Right-of Way to be dedicated is an area of 1.565 acres -- New Castle Drive and Executive Drive
- The zoning is R-4 Single-Family Residential which requires a minimum lot size of 9,000 square feet. Actual lot sizes range from .207 acres (9,016 square feet) to .298 acres (12,981 square feet)
- Fees-in-lieu of dedicated green space will be paid to the City
- The Final Plat is in general conformance with the approved Preliminary Plan

Staff recommended approval of the final plat as it conforms to the approved Preliminary Plan, with the condition that the recommendation not be forwarded to Troy City Council until the escrow agreements are provided and accepted by the City.

DISCUSSION: In response to Mr. Titterington, staff advised that New Castle Drive is connecting to the Reserve at Washington. In response to Mayor Oda, it was stated that the Executive Drive work will connect two existing ends of that road.

A motion was made by Mr. Westmeyer, seconded by Mayor Oda, that the Troy Planning Commission recommends to Troy City Council that the Final Plat of the Fox Harbor Subdivision Section 11 be approved, including the dedication of Right-of-Way, as submitted and with the condition that the recommendation of the Commission to Council will not be forwarded until the required escrow agreements have been provided and accepted by the City. **MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE**

FINAL PLAT APPROVAL, ADDISON LANDING SUBDIVISION SECTION 2. LOCATED ALONG DORSET ROAD AND LYTLE ROAD; OWNER – LYTLE ROAD DEVELOPERS LTD.; APPLICANT – OBERER LAND DEVELOPERS. Staff reported the following details:

- Preliminary Plan was approved Oct. 11, 2023
- Section Two encompasses a total of 14.369 acres with 57 building lots on 11.830 acres.
- The zoning of Section Two is R-5 Single-Family Residential, with a minimum lot size of 6,000 square feet. Lot sizes range from .149 acres (6,490 square feet) to 0.417 acres (18,165 square feet).
- The development of this section will dedicate a total of 2.539 acres of public street Right-of-Way. The names of the roads in Section Two are Addie Circle West, Addie Circle East, and Blair Court.
- The subdivision has private open space that is maintained by the HOA and has been accepted by the Planning Commission (as part of the Preliminary Plan approval) and the Park Board for this development.

Staff further indicated that the Developer is going to construct the subdivision prior to approval of the Final Plat by City Council. This is authorized under Subdivision Regulations 1113.09 (a) (1) of which states: “(a) All improvements required by these Subdivision Regulations shall be constructed and completed under the supervision of and to the specifications required by the agency or agencies having jurisdiction over them. No final record plat shall be approved until either: (1) Construction drawings have been approved, all public improvements and that portion of all private improvements within common areas to be used for public purposes have been completed to the satisfaction of the City, and a satisfactory maintenance guarantee has been submitted or the improvements have been in place for at least a year after the satisfactory completion without the appearance of defects; ...”

Staff recommended approval of Section 2 as it conforms to the approved Preliminary Plan, with the conditions of :

- The construction set is approved and a preconstruction meeting is held prior to beginning construction
- The cost sharing amount is agreed up and authorized by City Council prior to acceptance
- The public improvements are completed to the satisfaction of the city prior to the plat being forwarded to Council.

ACTION OF THE COMMISSION. A motion was made by Mr. Titterington, seconded by Mayor Oda, that the Troy Planning Commission recommends to Troy City Council that the Final Plat of Addison Landing Subdivision Section 2 be approved, including the dedication of right-of-way, based on the findings that the plat conforms to the approved Preliminary Plan, and subject to the conditions recommended by staff of:

- The construction set is approved and a preconstruction meeting is held prior to beginning construction
- The cost sharing amount is agreed up and authorized by City Council prior to acceptance
- The public improvements are completed to the satisfaction of the city prior to the plat being forwarded to Council.

MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE

OTHER: Staff commented that a public engagement opportunity regarding the update of the Park and Recreation Master Plan on June 6 at the downtown Strawberry Jam event, and the survey will also be on the City’s website that day.

There being no further business, the meeting adjourned at 3:46 p.m., upon motion of Mr. Westmeyer, seconded by Mayor Oda, and approved by a unanimous voice vote.

Respectfully submitted,

_____Chairman

_____Secretary

