

A regular meeting of the Troy Planning Commission was held in Council Chambers, City Hall on Wednesday, June 11, 2025 at 3:30 p.m. with Vice-Chairman Larry Wolke presiding. ATTENDING: Members – Westmeyer, Wolke, Ehrlich, Oda, Emerick and Titterington; Development Staff – Eidemiller and Burgei; and Development Director Davis.

APPROVAL OF MINUTES: Upon motion Mr. Titterington, seconded by Mr. Westmeyer, the minutes of the May 28, 2025, meeting were approved by unanimous voice vote.

HISTORIC DISTRICT APPLICATION, CERTIFICATE OF APPROPRIATENESS, 112-118 W. MAIN STREET, FOR FIRST FLOOR WINDOW AND DOOR ALTERATIONS, AND PARKING LOT IMPROVEMENTS; OWNER - JUDY TOMB, GLASS CITY DEVELOPERS LLC; APPLICANT - TROY HISTORIC PRESERVATION ALLIANCE, BEN SUTHERLY, PRESIDENT AND OWNER - JEREMY TOMB; APPLICANT - MICHAEL D. TWISS, AIA. Staff reported: The property is located in the B-3 Central Business District.

BACKGROUND:

An update to the Ohio Historic Inventory (OHI) form was accepted by the State Historic Preservation Office on or about July 29, 2023. According to the OHI form, the 1902 façade reflects elements of the Richardsonian Romanesque style (popular in 1880-1900) with round-topped arches at the first-story entrance and third-story windows as well as masonry construction. Key features that represent this style include wide-rounded arches around doors and windows.

DISCUSSION:

Doors. The applicant proposes replacing three first-floor doors with Pella Reserve wood doors wrapped in aluminum cladding. The color is proposed to be Portobello (grayish brown). The applicant is providing the specific color swatch at the meeting.

Windows/Transoms. The applicant is also proposing two windows replacements and three transom replacements that will be identical to the design of the upper floor windows. The windows will also be Pella Reserve wood windows wrapped in aluminum cladding in the color black.

Parking Lot Modifications. A new parking lot is being proposed with the installation of ten parking stalls. This will include one handicap stall. Landscaping is also included with eight blue chip junipers shown along the alley.

Shed/Dumpster Enclosure An accessory structure is proposed that will include storage and a dumpster enclosure. The footprint of the accessory structure will be 12.33' x 20.5'. The exterior walls of the structure will be split faced concrete masonry unit in the color of harvest buff. The south elevation of the dumpster enclosure will be black wood slats. Finally, the roof will be black standing seam metal that will match the principal structure.

STAFF ANALYSIS (Window/Transoms):

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

Section 2.8 A. of the Design Manual, the position, number, and arrangement of original windows in a building should be preserved. The position, number, and arrangement of original windows is being preserved.

Section 2.8 B. If original windows are extensively deteriorated, only the deteriorated windows should be replaced. Avoid removing any that are still repairable. One of the windows appears to be older if not original to the structure. This window is evidenced by significant deterioration. The other larger window has been altered with what appears to be a plexiglass material. The transoms have all been enclosed with wood. The application complies with this requirement.

Section 2.8 C. Avoid enlarging or downsizing window openings to accommodate stock replacement window sizes. The proposal does not enlarge or downsize the original window openings to accommodate stock replacement window sizes. The application meets this requirement.

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 number of panes will match the original windows. There is not enough evidence in the application to determine the original dimensions and profiles of sash members and muntins. The application does show similar operation characteristics of the originals. The material proposed are wood windows that are wrapped in black aluminum. The material will meet 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. Not applicable in this request.

Section 2.8 F. Windows that have an original storm sash should be repaired and retained. Not applicable in this request.

STAFF ANALYSIS (Parking Lot Modifications):

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

Section 4.4 A. Vehicular access should be visually complementary to the site and building design. It should be secondary to the appearance of the building and not dominate its design. The parking lot is visually complimentary and subordinate to the principle structure of the building. A parking lot currently is present on the site that has fallen in disrepair. The proposed parking lot will enhance the property. A visual break is being added to screen the parking lot from the public alley. The proposal meets this guideline.

Section 4.4 B. Pedestrian and bicycle access and storage should be incorporated into the site design. Pedestrian access is granted along the alley. The north portion of the parking lot is planned for outdoor seating that will further pedestrian access and usability of the site. The proposal meets these guidelines.

Section 4.4 C. Parking should be accessed from a side street or an alley rather than from the main street. Parking lots or curb cuts in front of a building at the sidewalk should be avoided. The access will be via the alley to the rear. The proposal meets this guideline.

Section 4.4 D. The visual impacts of service and loading areas should be minimized. They should be located to the rear of the building and screened from public rights-of-way consistent with code requirements. Not applicable in this request.

Section 4.7 Mechanical Equipment and Waste Screening A. Mechanical equipment, utility equipment, and waste facilities should be screened from the view of any public right-of-way or adjacent property and located to the rear of the building. Such equipment should be screened from view with landscaping or screen walls. The dumpster will be screened from view as it is in a solid masonry enclosure as required by the Zoning Code. The colors of the CMU block will be Harvest Buff upon which will complement the earthy tones of the principal structure. The proposal complies with this guideline.

STAFF RECOMMENDATIONS.

(Windows, Transoms, and Doors): Staff recommends approval of the Windows, Transoms, and Doors due to the compliance with Design Manual Section 2.8 as outlined above.

(Parking Lot Modifications): Staff recommends approval of the parking lot modifications with the condition that 6" concrete curbing is added around the drive approach from the alley. This conditional recommendation is due to compliance with Design Manual section 4.4.

(Shed/Dumpster Enclosure): Staff recommends approval of the proposed shed/dumpster enclosure due to compliance with Design Manual 4.7.

ACTION OF THE COMMISSION REGARDING DOORS AND WINDOWS PORTION OF APPLICATION: A motion was made by Mr. Titterington, seconded by Mayor Oda, to approve the Historic District Application, Certificate of Appropriateness for 112-118 W. Main Street as submitted, for the door and window modifications, based on the materials/colors stated in the application, as viewed by the Commission, and based on the findings of staff that the Windows, Transoms and Doors comply with Design Manual Section 2.8.

MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE

ACTION OF THE COMMISSION REGARDING PARKING LOT IMPROVEMENTS AND ACCESSORY STRUCTURE PORTIONS OF APPLICATION: A motion was made by Mr. Emerick, seconded by Mr. Westmeyer, to approve the Historic District Application, Certificate of Appropriateness for 112-118 W. Main Street as submitted, for the parking lot improvements and accessory structure, based on the materials/colors stated in the application, as viewed by the Commission, and based on the findings of staff that: Shed/Dumpster Enclosure complies with Design Manual Section 4.7

Parking Lot Modifications, with the condition that 6" of concrete curbing is added around the drive approach from the alley as recommended by staff, as complies with Design Manual section 4.4. **MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE**

FINAL PLAT APPROVAL AND DEDICATION OF RIGHT-OF-WAY, LIBERTY MEADOWS SUBDIVISION, SECTION ONE. PLAT IS LOCATED SOUTH OF TROY-URBANA ROAD AND EAST OF HUNTERS RIDGE DRIVE, OWNER – LIBERTY LOT SALES LLC, FRANK HARLOW; APPLICANT - CHOICE ONE ENGINEERING. Staff reported the following details:

- Section One is comprised of a total of 23.64 acres broken down as follows:
 - 12.146 acres 31 building lots
 - 7.326 acres 4 drainage lots
 - 0.346 acres 1 landscape/buffer lot along Liberty Bell Way
 - 3.822 acres Public right-of-way to be dedicated: Liberty Bell Way, Freedom Way, Wyatt Road, and Trump Court.
- The zoning is R-3, Single-Family Residential which requires a minimum lot size of 12,000 square feet. Actual lot sizes range from .275 acres (12,000 square feet) to 0.618 acres (26,920 square feet).
- Fees-in-lieu of dedicated green space will be paid to the City with each new housing permit, as approved by the Commission and Board of Park Commissioners.
- The Final Plat is in general conformance with the approved Preliminary Plan (approved 1-24-2024).

Staff recommends approval of the Final Plat and dedication of Right-of-Way as they are in general accordance with the approved preliminary plan with the condition that the escrow agreement are received and approved prior to going to City Council.

ACTION OF THE COMMISSION. A motion was made by Mayor Oda, seconded by Mr. Westmeyer, that the Troy Planning Commission recommends to Troy City Council that the Final Plat of Liberty Meadows Subdivision Section One 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 agreement has been provided and accepted by the City. **MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE**

FINAL DEVELOPMENT PLAN AND RECORD PLAN -- SOMERSET RESERVE PLANNED DEVELOPMENT – RESIDENTIAL (PD-R) SECTION 2; LOCATED AT THE SW CORNER OF NASHVILLE ROAD AND W. MARKET STREET (SR 55); OWNER – SOMERSET RESERVE PROJECT I, LLC; APPLICANT - DDC MANAGEMENT LLC.

FINAL DEVELOPMENT PLAN. Staff reported: the Planned Development process requires three steps for approval. The first step is the General Plan, which was approved by the Planning Commission and City Council. The second step is the Final Development Plan, and the third step is the Record Plan.

The Final Development Plan for Section 2 is in accordance with the approved General Plan that was approved by the Planning Commission and City Council. The specifics of the Final Development Plan are:

PROPOSAL:

Uses & Layout: This phase of the development consists of 49 single-family residential lots. The lot area breakdown is as follows:
Lot area - 8.123 ac.; Open space - 2.551 ac.; Right of Way: (public) - 0.849 ac. (private) - 1.905 ac.; total acres 13.428.

Roadways: This phase of the development will add the second main access off of W. Market Street (State Route 55). Phase one included necessary road improvements to the Nashville Road and W. Market Street intersection. The internal road system will be private streets maintained by the HOA. Street names include: Somerset Drive, Pinecrest Drive, and Oakridge Drive. The public portion of the right of way to be dedicated is 0.849 acres.

Utilities: This development will be served by city water and sewer lines. The plan seeks to mitigate storm water control by utilizing two stormwater ponds. Maintenance of these private storm water control facilities will be the responsibility of the HOA.

Parks & Recreation Facilities: The entire PD proposes 12.446 acres of open space with this phase creating 2.551 acres of open space. Private playground equipment and paved walking trails are also being provided. The Zoning Code requires 10% of the entire acreage in the development to be used as open space.

The provided open space complies with this requirement and has been approved by the Park Board and the Planning Commission.

Protective Covenants: Staff will require the Protective Covenants and Restrictions to be provided during the Final Record Plat submittal of this development. The Final Record Plat does require Planning Commission and City Council Approval.

Staff recommends the Commission approve the Final Development Plan as it is in accordance with the approved General Plan.

DISCUSSION: In response to Mrs. Ehrlich, staff advised that it is about 800' between the second exit on SR 55 and Nashville Road; and no traffic light or flashers are anticipated at this time for the development.

ACTION OF THE COMMISSION:

A motion was made by Mr. Westmeyer, seconded by Mr. Titterington, that the Troy Planning Commission approves the Final Development Plan of the Somerset Reserve Planned Development – Residential Phase 2 as it conforms to the approved General Plan.

MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE

RECORD PLAN: Staff noted this would be the third step for this Planned Development, and recommended that the Commission recommend approval to Council with the condition that the financial guarantee is received and approved in accordance with Subdivision Regulation Section 1113.08 prior to the recommendation being forwarded to Council.

ACTION OF THE COMMISSION

A motion was made by Mr. Titterington, seconded by Mr. Emerick, that the Troy Planning Commission recommends to Troy City Council that the Record Plan of the Somerset Reserve Planned Development – Residential (PD-R) Phase Two 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 agreement has been provided and accepted by the City. **MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE**

OTHER: Staff commented that a public engagement opportunity regarding the update of the Park and Recreation Master Plan was held June 6 at the downtown Strawberry Jam event; the survey will also be on the City's website that day; and residents are asked to take the survey.

There being no further business, the meeting adjourned at 3:43 p.m., upon motion of Mrs. Ehrlich, seconded by Mr. Emerick, and approved by a unanimous voice vote.

Respectfully submitted,

_____Chairman

_____Secretary

