

A regular meeting of the Troy Planning Commission was held in Council Chambers, City Hall on Wednesday, July 23, 2025, at 3:34 p.m. with Chairman James McGarry presiding. ATTENDING: Members – Westmeyer, Titterington, McGarry, Emerick, Wolke, and Oda; Development Staff – Eidemiller, Bruner, and Burgei; Development Director Davis.

APPROVAL OF MINUTES: Upon motion of Mayor Oda, seconded by Mr. Westmeyer, the minutes of the July 9, 2025, meeting were approved by unanimous voice vote.

HISTORIC DISTRICT APPLICATION, CERTIFICATE OF APPROPRIATENESS, 203 & 203 ½ S. MULBERRY STREET, EXTERIOR ALTERATIONS AND REPAIRS; OWNER/APPLICANT– BONNIE KINNEY. REMOVE FROM TABLE: Upon motion of Mr. Titterington, seconded by Mr. Wolke, this item was removed from the table by unanimous roll call vote.

STAFF REPORT: Staff reported: “ property is zoned R-7 Multi-Family Residential District; 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, and alterations include a shed roof addition and stairs & porch added at the rear for second floor access; application is for alterations and repairs including replacement of deteriorated boards and new vinyl siding; the vinyl siding that is proposed will replace the fish-scale wood siding on the upper floors of the structure; proposed color is beige (sunny maize); and it is important to note that vinyl is present on the dormers, however it appears that this was altered without approval in between 2017-2021.

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 siding will not match the fish scaled siding. Staff reached out to the property owner about looking into an alternative to the traditional horizontal vinyl siding. The applicant responded with cost concerns. Per the OHI form, the fish scale siding is a listed contributing feature to the district. The proposal does not meet this guideline. Properties in the vicinity to the north have found vinyl options of the fish scaled siding that match the design characteristics of the contributing features.**

Section 2.3 A. Original wood siding should not be covered over. **The original wood siding proposed to be covered. The proposal does not meet these guidelines.**

Section 2.3 B. Wood siding should be used in one of the traditional forms as found on the building (e.g. shingle, board and batten, shiplap, or beveled siding). **The new siding will not match the existing style. The proposal does not meet this guideline.**

STAFF RECOMMENDATION (Vinyl Siding): Staff recommends denial of the proposed alteration based upon the following:

1. The proposed alteration will alter a contributing feature as referenced on the OHI Form, and
2. The alteration does not comply with design manual section 2.1 and 2.3 as outlined above. “

DISCUSSION OF THE COMMISSION:

-In response to Mr. McGarry, staff commented that vinyl siding is available in the fish scale design and had approved for installation in nearby properties.
-Ms. Kinney, the applicant, stated that she owns six rental properties in Troy; she was aware that 203 S. Mulberry is in the Historic District and subject to regulations; she suggested that the property of 203 ½ S. Mulberry may have been added into the Historic District after she purchased it; and she stated that because this is a rental property that is not perhaps located in the best neighborhood she does not want to spend the money on the vinyl siding with the fish scale design. When asked the price difference between what was submitted in the application and the fish scale design siding, Ms. Kinney stated it would be \$5,000-\$6,000 more.

-In response to Mr. Emerick, Mr. Eidemiller confirmed that staff is not recommending that the wood siding has to be replaced with wood siding and has recommended the use of the vinyl siding with the fish scale design to replicate the existing wood siding but cannot support the application as submitted as it is based on vinyl siding without the fish scale design.

-Staff stated that if the application is denied, Ms. Kinney would be permitted to submit a new application as long as it is different from the current application.

ACTION OF THE COMMISSION:

A motion was made by Mayor Oda, seconded by Mr. Westmeyer, to deny the application for 203 and 203 ½ S. Mulberry Street as submitted based on the findings of staff that:

1. The proposed alteration will alter a contributing feature as referenced on the OHI Form, and
- 2.The alteration does not comply with design manual sections 2.1 and 2.3 as stated in the staff report.

MOTION TO DENY THE APPLICATION ADOPTED, UNANIMOUS ROLL CALL VOTE

HISTORIC DISTRICT APPLICATION – CERTIFICATE OF APPROPRIATENESS, 12-16 S. MARKET STREET FOR INSTALLATION OF TWO BALCONIES ON THE THIRD FLOOR AND USE OF TEXTURED GLASS FOR THE STOREFRONT TRANSOM WINDOWS; OWNERS: EVAN ILES AND DAN BURNS; APPLICANT: ANDREW CIRCLE, ARCHITECT. The property is zoned B-3 Central Business District; the Ohio Historic Inventory (OHI) form describes this property as an early Victorian structure; contributing features include the windows that have shaped head molds and stone sills. The eave and boxed cornice with frieze and elongated brackets are also mentioned; on 5-28-2025, the Commission approved removing red metal panels that covered the main detail work on the storefront as well as storefront alterations, paint, and window replacements.

STAFF DISCUSSION:

Balconies. Application is for installation of two (2) balconies on the third floor facing S. Market Street. The dimensions are twelve (12)’ by four (4)’ in projection from the building. The material will be structural steel with decorative pickets.

Textured Glass. Pilkington Morisco textured glass is proposed in the transom lights on both 12 and 14 S. Market Street Storefront. The Commission viewed a sample.

STAFF ANALYSIS (Textured Glass):

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 replaces transom lights will retain all original window openings and ornamentation. Typically, transom lights include characteristics in the glass such as glass block. 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 ANALYSIS (Balconies):

While the Design Manual doesn’t specifically address balconies a similar alteration is porches. Design Manual Section 2.6 (D.) states “If a porch is to be added where a porch never existed, a simple design should be used.” The proposal uses a simple in design detail work, while blending in the historic fabric of the streetscape. The neighboring properties at the Morris House (1 W. Franklin St) as well as 4-6 S. Market St currently have balconies of similar size. The applicant proposes the same dimensional projection from the building as the balconies at the Morris House. When looking at the contributing features on the building, the OHI form references the shaped head molds and stone sills as contributing features. The proposal will not alter the head molds; however, two stone sills will be removed for the door installation that leads to the balconies. The design of the balconies is consistent with previous approvals by the Planning Commission at 9 E. Main Street. The proposal will use the same detail work as previously approved by the Planning Commission at 9 E. Main St.

STAFF RECOMMENDATION (Textured Glass and Balconies):

Staff recommends approval of the textured glass and balconies due to the compliance with Design Manual Section 2.6, 2.8 and supporting Staff Analysis as outlined above.

COMMISSION DISCUSSION.

-In response to Mr. McGarry, staff stated there is no record of balconies actually being on this building.

ACTION OF THE COMMISSION:

A motion was made by Mr. Emerick, seconded by Mr. Wolke, to approve the application for 12-16 S. Market Street as submitted for the installation of two balconies on the third floor and use of textured glass for the storefront transom windows based on the exact colors, designs, and materials stated in the application and the glass sample viewed by the Commission and based on the findings of staff that both the balconies and the glass are in compliance with Design Manual Sections 2.6, 2.8.

MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE

HISTORIC DISTRICT APPLICATION – CERTIFICATE OF APPROPRIATENESS, 104 N. MARKET STREET, FOR EXTERIOR REPAINTING;

OWNER - MATTHEW ERWIN; APPLICANT - MODERN ON MARKET. ASHLEY DUNLAVY. Staff reported: the property is zoned B-3, Central Business District; the Ohio Historic Inventory form (OHI) describes this building as a High Victorian Italianate with a central doorway with semi-circular transom, and double doors both with art glass; applicant proposes to paint the main body color of the building Sherwin Williams Alabaster (SW 7008) with trim painted Sherwin Williams Accessible Beige (SW 7042).

Staff analysis (see bold)

Design Manual: 2.6 Paint Colors states: “Paint colors varied through history, not only with fashions, but also because of available materials. These colors often tie the architectural elements and details of a building together. If possible, research the history of the building and discover its original colors, particularly in the case of Victorian style structures which were often not white but a variety of colors and shades.

- A. A concentration of similar colors on the same block should be avoided. **There are no similar colors on this same block.**
- B. Historically unpainted surfaces should not be painted. Historically painted surfaces should remain painted. **All surfaces have been previously painted.**
- C. Simpler buildings should have a simple color scheme. More ornate structures, such as larger Queen Anne styles, may incorporate three or more colors. **Two colors meet this requirement.**
- D. Matte, flat, or semi-gloss paint should be used. Avoid high gloss paint. **High-gloss paint is being avoided.**
- E. In all circumstances, avoid bright and obtrusive colors, such as neon or day-glow hues. **The colors are not bright or obtrusive.**

Staff recommended approval of the proposed paint as it complies with section 2.6 of the Design Manual as outlined above. The Commission viewed the paint chips.

ACTION OF THE COMMISSION:

A motion was made by Mr. Titterington, seconded by Mr. Westmeyer, to approve the Historic District Application for 104 N. Market Street for painting the exterior as submitted and based on the exact colors viewed by the Commission and based on the findings of staff that the proposed paint complies with section 2.6 of the Design Manual.

MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE

HISTORIC DISTRICT APPLICATION – CERTIFICATE OF APPROPRIATENESS, 9 E. MAIN STREET, FOR REPLACEMENT OF BLACK FABRIC AWNING WITH A NEW FABRIC AWNING, LOGO ON THE AWNING, PAINTING THE ACCENT COLOR OF BLACK UNDER THE TWO STOREFRONT WINDOWS; OWNER - PATCH PLACE 1 LLC; APPLICANT - BROYLES & GIACOMO LLC., DBA COLLECTIBROS. Staff reported:

property is zoned B-3, Central Business District; the Ohio Historic Inventory (OHI) form describes this property as having contributing features that include: the building’s scale, the original stone storefront piers with chamfered edges.

STAFF DISCUSSION:

Awning. The applicant proposes replacement of the black fabric with a new fabric and business logo. The color will be the exact same as existing. The metal support frame is not being altered with this request.

Signs. This building is permitted to have a total of 30 square feet of building signage. The applicant is proposing to install a 84” x 21” (12.25 square foot) awning sign, a nine (9) square foot window sign and a 2.8 square foot door sign for a total of 24.05 square feet of signage. The window and door signs have been approved administratively.

Paint. The applicant proposes painting the accent color black under the two (2) storefront windows.

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. **Replacement awning will be fabric and have a matte surface. 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 solid black. The proposal meets this guideline.**

STAFF ANALYSIS (Signs):

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 proposal will have simple text and logos and will meet this guideline.**

STAFF DISCUSSION:

Awning. The applicant proposes replacement of the black fabric with a new fabric and business logo. The color will be the exact same as existing. The metal support frame is not being altered with this request.

Signs. This building is permitted to have a total of 30 square feet of building signage. The applicant is proposing to install a 84” x 21” (12.25 square foot) awning sign, a nine (9) square foot window sign and a 2.8 square foot door sign for a total of 24.05 square feet of signage. The window and door signs have been approved administratively.

Paint. The applicant proposes painting the accent color black under the two (2) storefront windows.

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. **Replacement awning will be fabric and have a matte surface. 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 solid black. The proposal meets this guideline.**

STAFF ANALYSIS (Signs):

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 proposal will have simple text and logos and will meet this guideline.**

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

STAFF ANALYSIS (Paint):

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. **N/A. The surfaces are already painted. 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 RECOMMENDATION:

Staff recommends approval of the awning, paint, and signage due to compliance with Design Manual Sections 2.6, 2.11 and 5.6.

DISCUSSION OF THE COMMISSION:

-In response to Mr. Titterington, staff advised that the door will be painted red.

ACTION OF THE COMMISSION:

A motion was made by Mr. Titterington, seconded by Mr. Emerick, to approve the Historic District Application for 9 E. Main Street, as submitted for all elements of the application, based on the exact materials, colors, and designs as submitted and reviewed by the Commission, and based on the findings of staff that the awning, paint and signage are in compliance with Design Manual Sections 2.6, 2.11 and 5.6.

MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE

FINAL PLAT APPROVAL, THE RESERVES AT CLIFF OAKS – PHASE TWO; DEVELOPMENT IS LOCATED ON FENNER ROAD, NORTH OF THE EDGEWATER SUBDIVISION; OWNER - BOGLE INVESTMENTS, LLC; DOUG ERNST, SOLE MEMBER; APPLICANT – CHOICE ONE ENGINEERING. Staff reported: the Commission approved the Preliminary Plan on March 13, 2024; Section One conforms to the approved Preliminary Plan; details include:

- The Final Plat of Phase Two is in general conformance with the approved Preliminary Plan.
- Phase Two is an area of 10.736 acres with 22 buildable lots.
- There will be 1.204 acres of new right-of-way to be dedicated – Parkview Drive and Cliff Trail. There is also .208 acres of existing street right-of-way in Phase Two.
- The approved zoning is R-4, Single-Family Residential District, which requires a minimum lot size of 9,000 square feet. Actual lot sizes range from .207 acres (9,016 square feet) to .465 acres (20,255 square feet).
- The developer will be providing private open space for this subdivision, which will be maintained by the future HOA; however, no private open space is included in Phase Two. The open space will be a part of future Phase Three.

Staff recommended approval as the Final Plat of Phase Two conforms to the approved Preliminary Plan. Staff further recommended that the plat not be forward to Council until a financial guarantee has been received and is approved.

DISCUSSION OF THE COMMISSION:

-In response to Mr. Titterington, staff advised that this development will have four phases.

ACTION OF THE COMMISSION:

A motion was made by Mr. Westmeyer, seconded by Mayor Oda, that the Planning Commission recommends to Troy City Council that the Final Plat of The Reserves at Cliff Oaks Subdivision Phase Two be approved as submitted based on the finding of staff that the Final Plat conforms to the approved Preliminary Plan and with the condition that the plat not be forwarded to Council until the financial guarantee is received and approved.

MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE

OTHER: Staff commented that the Recreation and Park Survey has closed for comment; over 800 comments have been received, which exceeds the 632 received on the Comprehensive Plan. Staff noted that the comments will now be compiled for review.

There being no further business, the meeting adjourned at 3:58 p.m., upon motion of Mr. Emerick, seconded by Mayor Oda, and approved by unanimous voice vote.

Respectfully submitted,

_____Chairman

_____Secretary