

A regular meeting of the Troy Planning Commission was held in Council Chambers, City Hall on Wednesday, August 27, 2025, at 3:30 p.m. with Chairman James McGarry presiding. ATTENDING: Members – Westmeyer, McGarry, Wolke, Titterington, Oda and Ehrlich; Development Staff – Eidemiller, Bruner, and Burgei; Development Director Davis.

**APPROVAL OF MINUTES:** Mrs. Ehrlich asked that the minutes of the Aug. 13 meeting be corrected for her name in the adjournment of the meeting. Upon motion of Mr. Wolke, seconded by Mr. Westmeyer, the corrected minutes of the Aug. 13, 2025, meeting were approved by unanimous voice vote.

**HISTORIC DISTRICT APPLICATION, CERTIFICATE OF APPROPRIATENESS, 12 W. MAIN STREET, FOR WINDOW REPLACEMENTS; OWNER-APPLICANT – ROB & HEATHER DAVEY.**

**REMOVE FROM TABLE:** Upon motion of Mr. Titterington, seconded by Mrs. Ehrlich, the historic district application for 12 W. Main Street was removed from the table.

STAFF REPORT: Staff reported: property is zoned B-3 Central Business District; the Ohio Historic Inventory (OHI) form describes this property as store fronts one half renovated, both iron pillars and cornice are still there, three bays each side recessed each set paladian form with shaped incised lintels and brackets—rosettes, heavy bracketed and decorated stone cornice; applicant proposes replacement of existing windows with new storefront-style windows with aluminum framing, these windows are not operational, the color of the replacement will remain the same as the current ones (UC109856 Permafluor Sandstone); and this application had been tabled at the prior meeting for additional information to be provided by the applicant. Staff noted that the additional information had been provided.

**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 replacement windows will have the same position, number and arrangement of the existing windows. 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 current windows are not original. The proposal meets this guideline.**

**Section 2.8 C.** Avoid enlarging or downsizing window openings to accommodate stock replacement window sizes. **The window openings will remain the same size. 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 aluminum storefront windows that closely replicate the historic profile of the original. The proposal meets this guideline.**

**STAFF RECOMMENDATION (Windows):** Staff recommends approval of the windows due to compliance with Design Manual Section 2.8.

ACTION OF THE COMMISSION:

A motion was made by Mr. Westmeyer, seconded by Mayor Oda, to approve the Historic District Application for window replacements at 12 W. Main Street as submitted based on the exact colors and materials submitted and based on the findings of staff that the replacement windows are in compliance with Design Manual Section 2.8.

**MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE**

**HISTORIC DISTRICT APPLICATION, CERTIFICATE OF APPROPRIATENESS, 8 N. MARKET STREET, FOR AN 11.11 SQUARE FOOT BUILDING SIGN; OWNER – BETTY LANGER; APPLICANT – SHAREE QUICK FOR QUICK SIGNS.** Staff reported: the parcel number is D08-000440; zoning is B-3, Central Business District; the owner has provided authorization from the property owner for this request; the OHI form describes this property as an excellent example of early 20th century commercial design; distinguishing features include window opening and arches, and stone sills; sign measures 40" x 40" and will be constructed of alumicore with ½" three-dimensional lettering; the colors include black, white, red, and blue; application has been reviewed for compliance with all requirements of the Sign Code except for the additional design standards imposed by the historic district regulations and has been found to comply with same; Design Manual section 5.4 states "wall signs should be three dimensional, with letters carved by a router or letters should be individually pin-mounted or incorporated into a sign panel; the proposed sign meets section 5.4 of the Design Manual; and staff recommends approval based on the findings of:

- The proposed sign will meet all City of Troy Sign Code requirements.
- The sign complies with section 5.4 of the Design Manual.

ACTION OF THE COMMISSION:

A motion was made by Mr. Titterington, seconded by Mrs. Ehrlich, to approve the Historic District Application for an 11.11 square foot building sign at 8 N. Market Street as submitted, based on exact colors and materials as submitted, and based on the findings of staff that the application meets City of Troy Sign Code requirements and complies with Section 5.4 of the Design Manual.

**MOTION ADOPTED, UNANIMOUS ROLL CALL VOTE**

There being no further business, the meeting adjourned at 3:36 p.m., upon motion of Mr. Titterington, seconded by Mayor Oda, and approved by unanimous voice vote.

Respectfully submitted,

\_\_\_\_\_Chairman

\_\_\_\_\_Secretary