

**DERRY TOWNSHIP DESIGN REVIEW BOARD  
MEETING MINUTES  
JANUARY 28, 2013**

The meeting of the Derry Township Design Review Board was called to order at 6:00 p.m. by Member Joyce St. John in the Board Conference Room of the Derry Township Municipal Complex, 600 Clearwater Road, Hershey, PA.

**ROLL CALL**

Members Present: Joyce St. John; Sandy Ballard; Ed Buchan; Glenn Rowe; Ted Herman

Members Absent: Phil Guarino; Brian O'Day; Pam Moore

Also Present: Brandon Williams, Assistant Director of Community Development; Jenelle Stumpf, Community Development Secretary

Public attendance: Greg Koussis, Capital Construction Management, LLC; JiZhen Fan, Jane's Spa; Warren Weisel

**APPROVAL OF MINUTES**

On a motion made by Member Herman, seconded by Member Buchan, and a unanimous vote, the minutes of the December 17, 2012 meeting were approved as presented.

**REORGANIZATION**

On a motion made by Member Ballard, seconded by Member Rowe, and a unanimous vote, the Board approved reorganization for 2013 as follows:

Chairwoman – Joyce St. John

Vice Chairman – Ed Buchan

Secretary – Sandy Ballard

**NEW BUSINESS**

- a. Consideration of revisions to the sign panels for Display Source Alliance, LLC and Printpack, Inc. which are part of an existing monument sign located on the property at 1 East Chocolate Avenue (Hershey Trust Company, Trustee for Milton Hershey School, DRB #328)**

Greg Koussis of Capital Construction Management represented the proposal. Mr. Koussis stated that the graphics for the Printpack, Inc. panel are basically the same as what was represented to the Board in the original 2008 approval of the overall

**DERRY TOWNSHIP DESIGN REVIEW BOARD  
MEETING MINUTES  
JANUARY 28, 2013**

monument sign. The graphics for the Display Source Alliance, LLC panel are slightly different than what was originally approved.

Mr. Koussis stated that the existing sign panels are in violation of the 2008 Design Review Board Certificate of Appropriateness stipulation that the lettering on all of the panels was to be raised. This was an oversight by both Mr. Koussis and the sign company. The applicant proposes to re-fabricate these two sign panels on both sides of the monument sign to bring them into conformance by using ¼” raised lettering, with the exception of the ‘ALLIANCE LLC’ line of text on the Display Source panel. Mr. Koussis explained that this line of text is too small to be dimensional.

Vice Chairman Buchan asked if the logo on the Printpack, Inc. panel will also be raised. Secretary Ballard had the same question regarding the Display Source panel. Mr. Koussis responded yes to both.

Member Herman commented that to be consistent with the Board’s approval of the Bryn Mawr Trust panel on the same sign, the Board should allow flat vinyl lettering for the small ‘ALLIANCE LLC’ line of text on the Display Source panel.

Brandon Williams asked what the material of the raised lettering will be. Mr. Koussis stated that they will be metal.

*The motion to issue a Certificate of Appropriateness for the proposal per the preceding discussions and Exhibit A was made by Vice Chairman Buchan, seconded by Member Herman, and passed unanimously.*

**b. Consideration of new sign for the property located at 545 West Chocolate Avenue (JiZhen Fan – Jane’s Spa, DRB #329)**

JiZhen (Jane) Fan and Warren Weisel represented the proposal. Ms. Fan stated that she already has a sign in place for her business, but she was contacted by Chuck Emerick (Director of Community Development) who informed her that the sign needed to be reviewed by the Design Review Board. Jenelle Stumpf added that the existing sign contains flat graphics and Mr. Emerick had recommended to Ms. Fan that the sign should be dimensional. Ms. Fan’s new sign proposes lettering with a carved depth of ¼”.

Secretary Ballard asked if the current sign was reviewed and approved by the Design Review Board. Ms. Stumpf answered that it was not because Ms. Fan was unaware that the review was necessary.

**DERRY TOWNSHIP DESIGN REVIEW BOARD  
MEETING MINUTES  
JANUARY 28, 2013**

In response to a question from Vice Chairman Buchan, Ms. Fan stated that both the phone number and the lettering will be carved.

Mr. Weisel commented that the wording of the proposed sign was discussed with Mr. Emerick, who thought that it was acceptable. Mr. Weisel also stated that the posts and finials were already in place from a previous sign.

Mr. Williams stated that on the rendering, the finials are not included in the measurement of the overall height of the sign structure. He informed the applicant that the height of the sign cannot exceed 8 feet, including the finials. This would mean that the finials cannot be more than 6" high.

Mr. Williams explained that his research on the material of the proposed sign (sintra board) has indicated that it is a high-density urethane sign board.

The Board discussed the phone number aspect of the sign. Chairwoman St. John, Vice Chairman Buchan, Secretary Ballard, and Member Herman thought the size of the number was overly large. Chairwoman St. John suggested that the phone number font match the lowercase lettering of the 'Therapeutic Massage' line of text. Vice Chairman Buchan and Secretary Ballard agreed.

*Vice Chairman Buchan made a motion to issue a Certificate of Appropriateness for the proposal, with the stipulations that the sign material comply with the Zoning Ordinance regulations, and that the phone number be the same font and size as the lowercase lettering in the 'Therapeutic Massage' line of text.*

Secretary Ballard stated that the finials are a different color than the posts, which does not conform with the Zoning Ordinance regulations. Mr. Williams does not think the Township has interpreted the finials to be part of a sign's supporting structure.

*The motion was seconded by Member Herman and passed unanimously.*

The meeting adjourned at 6:29 p.m.

---

Chairwoman