

**DERRY TOWNSHIP DESIGN REVIEW BOARD
MEETING MINUTES
NOVEMBER 24, 2014**

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

ROLL CALL

Members Present: Ed Buchan, Chairman; Sandy Ballard, Secretary; Pam Moore; Ted Herman; Brian O'Day

Member Absent: Joyce St. John, Vice Chairwoman

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

Public attendance: Emily Drobnock, Knock Knock Boutique; Milton Purcell, 1471 Woodhaven Drive

APPROVAL OF MINUTES

On a motion made by Member Herman, seconded by Member Moore, and a unanimous vote, the minutes of the November 6, 2014 meeting were approved as presented.

OLD BUSINESS

None.

NEW BUSINESS

a. Consideration of a patio addition at 345 West Chocolate Avenue (Milton and Linda Purcell, DRB #355)

Brandon Williams reported that the applicants have submitted information depicting a 254-square-foot paver patio and a retaining wall. The Zoning Hearing Board granted relief for setbacks and impervious coverage in September 2014. No alterations are proposed to the front porch or the façade of the existing building.

Chairman Buchan asked how high the retaining wall will be from ground level. Milton Purcell responded that it will be 3 feet high and will surround the patio. He added that the patio is for use by tenants of the apartment building on the property.

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The motion to issue a Certificate of Appropriateness for the proposal as presented was made by Member Moore, seconded by Member Herman, and passed by a unanimous vote.

b. Consideration of a wall sign for the building located at 110 West Chocolate Avenue (David and Emily Drobnock, DRB #356)

Emily Drobnock stated that sign is for her jewelry boutique. Mr. Williams stated that the proposed sign area is conforming. The material of the sign will be high-density urethane sign board, and the lettering for 'Knock Knock' will be raised ¼". The applicants were unsure about whether or not the lettering for 'boutique' is to be raised.

Chairman Buchan asked if the sign will be illuminated. Ms. Drobnock responded that it will be externally illuminated by existing floodlights. Dave Drobnock stated that they might add a small light directly above the sign, because he thinks the existing lights may be used to light the walkway leading to the store. Mr. Williams commented that the additional light will have to be a full cutoff fixture, or shielded so that the light does not create glare on neighboring properties. Mr. Williams added that a maximum of 3 signs are permitted on the property, so this would be the last sign allowed without relief from the Zoning Hearing Board.

Member Herman commented that the existing lights seem to be inconsistent with what Mr. Williams said is required regarding not creating glare on neighboring properties. Mr. Williams responded that the lights are considered to be 'existing nonconforming' since they have been there for years. Member Herman asked if those lights would have to be brought into compliance with current Zoning Ordinance regulations if they are going to be used to illuminate the proposed sign. Mr. Williams stated that the Township does not have any indication that the existing lights are causing glare on other properties, so he believes they are permitted to remain as is. If the applicants choose to install the additional light fixture above the sign, compliance of that fixture with the Zoning Ordinance can be determined during the sign permit review process.

The motion to issue a Certificate of Appropriateness for the proposal, with the stipulation that all of the lettering on the sign is raised ¼", was made by Member Herman, seconded by Member O'Day, and passed by a unanimous vote.

OTHER BUSINESS

None.

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The meeting adjourned at 6:14 p.m.

Chairman