

**DERRY TOWNSHIP DESIGN REVIEW BOARD
MEETING MINUTES
JUNE 24, 2013**

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

ROLL CALL

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

Members Absent: Joyce St. John, Chairwoman; Glenn Rowe

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

Public attendance: Kenny Hinebaugh, Evans Engineering, Inc.

APPROVAL OF MINUTES

On a motion made by Member Herman, seconded by Member Moore, and a unanimous vote, the minutes of the May 20, 2013 meeting were approved as presented.

NEW BUSINESS

a. Consideration of parking lot improvements for the property located at 19 East Chocolate Avenue (The Hershey Company, DRB #339)

Kenny Hinebaugh, Evans Engineering, represented the project and stated that The Hershey Company is nearing completion of Phase 2 of the renovations to the facility at 19 East Chocolate Avenue, which involves a small portion of the first and second floors of the building. Within the next year or year and a half, they will begin Phase 3, which will be the full build-out of the facility for office space. Improvements to the existing western parking lot and the addition of a new eastern parking lot will also be part of Phase 3.

Mr. Hinebaugh stated that the parking design has changed from what the Design Review Board approved in May 2012, due to cost factors and insight into the property. An approximately 8'-high retaining wall had previously been proposed for the western parking lot, but the applicant has decided against it. This change will result in a lot more green space.

Member O'Day asked how much green space is proposed. Mr. Hinebaugh estimated that there is approximately 50 feet of green space from the back edge to the parking facility. Mr. Hinebaugh added that landscaping could potentially be installed in the green space, but The Hershey Company has not committed to a design yet because construction in that area will not commence for about another year.

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Mr. Hinebaugh explained that with the completion of the Phase 3 improvements, The Hershey Company will not have a need for additional parking for their employees. However, to accommodate potential growth in the future, The Hershey Company is also proposing an eastern parking lot. This lot could be constructed 2 or 5 years from now, or not at all, depending on the future development of the property.

Brandon Williams commented that the additional green space will make the lot more conforming. He asked what type of lighting fixtures are proposed. Mr. Hinebaugh responded that a decision has not yet been made between LED lights and HID lights; however, the applicant will ensure that the fixtures conform with Township regulations.

The motion to issue a Certificate of Appropriateness for the proposal as presented was made by Member Moore.

Member Herman voiced concern regarding the Design Review Board approving a proposal that will occur years from now, or possibly not at all. Mr. Hinebaugh stated that the improvements are proposed in preparation for the subdivision of the property, and they will be reflected on a recorded subdivision plan. However, before subdivision approval can be given, Design Review Board approval is necessary. Member Herman asked if Township staff had any issues with the time lapse between approval and construction. Mr. Williams stated that this would be fairly consistent with the timelines allowed by the Municipalities Planning Code, and any revisions to the proposal would require further approval from Design Review Board. He also noted that currently, only a small portion of the proposed eastern lot is within the Chocolate Avenue Preservation Overlay district and for the most part it will be shielded by the building frontage.

Referencing discussions that have taken place regarding the probable expansion of the Chocolate Avenue Preservation Overlay district, Member Herman asked if the Design Review Board would have to retroactively approve the portions of the eastern lot project that are not currently under the Board's jurisdiction. Mr. Williams responded that any changes to the initial approved design would have to be presented to and approved by the Design Review Board.

The motion made by Member Moore was seconded by Member O'Day, and passed by a majority vote. Vice Chairman Buchan abstained.

b. Consideration of temporary construction signs for the property located at 19 East Chocolate Avenue (The Hershey Company, DRB #340)

Mr. Hinebaugh explained that The Hershey Company would like to install the temporary signs at both the east and west ends of the property frontage to inform the community of the renovations taking place. The size of the signs will be 4' x 8'. He pointed out that the

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location of the western sign may have to be shifted a little because PennDOT installed trees in this area after the applicant's plans were submitted to the Design Review Board.

Secretary Ballard questioned why two signs are needed on the east end of the property, and if they could be on the same sign post. Mr. Hinebaugh stated that having one double-sided sign placed perpendicular to Chocolate Avenue would result in the Homestead Road traffic not being able to see the sign.

Mr. Hinebaugh stated that the signs would be in place through the completion of the renovations of the western end of the facility, which is estimated to be in October or November 2014. He added that relief has been sought from the Zoning Hearing Board regarding the number of signs on the property, the size of the signs, and the number of colors. The decision will be rendered at their July meeting.

The motion to issue a Certificate of Appropriateness for the proposal was made by Member Herman, seconded by Secretary Ballard, and passed by a majority vote, with the conditions that the Zoning Hearing Board grant the requested relief, and that the signs may remain on the property for a maximum of one year after placement. Vice Chairman Buchan abstained.

OTHER BUSINESS

Josh Welfle of RED Architects contacted Chuck Emerick, Director of Community Development, during the week of June 17, 2013, to inform him that a change is necessary to the south façade of the Chipotle restaurant proposed at 202-214 West Chocolate Avenue. *(A Certificate of Appropriateness was issued for the project in April 2013.)* Mr. Welfle has learned that the Uniform Construction Code requires the addition of an exit door to the south face of the building. Mr. Emerick believes the revised design is acceptable and has asked for the Design Review Board's opinion as to whether or not the applicant should reappear before the Board to formally present the revision.

Member Herman suggested that the applicant submit something in writing, citing the relevant section of the Uniform Construction Code, so that the revision can be reflected in the minutes. The other Board members agreed with this suggestion.

The meeting adjourned at 6:35 p.m.

Vice Chairman