

**DERRY TOWNSHIP DESIGN REVIEW BOARD  
MEETING MINUTES  
SEPTEMBER 29, 2014**

The meeting of the Derry Township Design Review Board was called to order at 6:04 p.m. by Vice Chairwoman 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, Vice Chairwoman; Pam Moore; Ted Herman

Members Absent: Ed Buchan, Chairman; Sandy Ballard, Secretary; Brian O'Day

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

Public attendance: Kenny Hinebaugh, Evans Engineering; Charles Huth, *The Sun*.

**APPROVAL OF MINUTES**

On a motion made by Member Herman, seconded by Member Moore, and a unanimous vote, the minutes of the July 28, 2014 meeting were approved as presented.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**a. Consideration of demolition of the eastern third floor of Building 18, located at 19 East Chocolate Avenue (The Hershey Company, DRB #353)**

Kenny Hinebaugh, Evans Engineering, explained that The Hershey Company is at the end stages of the renovations to the office portion of the facility. Building 18 has yet to be renovated. Currently the only access to the third floor of Building 18 is through the roof, and there is no stair tower. There had been an access directly into another building, but that has been removed. The Hershey Company had considered using this area as a mechanical room but that has since changed, so there is no use for this portion of the building. Removing the third floor will also help to clear up the line of sight along Chocolate Avenue.

The Board thinks that since the demolition of the eastern portion of the facility, the third floor of Building 18 looks out of place. The Board noted that the third story is not original to the 1909 construction of Building 18 but was added in approximately 1962.

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The motion to issue a Certificate of Appropriateness for the proposal as presented was made by Member Herman, seconded by Member Moore, and passed by a unanimous vote.<sup>1</sup>

**OTHER BUSINESS**

None.

The meeting adjourned at 6:11 p.m.

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Vice Chairwoman

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<sup>1</sup> Because a majority of the entire Design Review Board was not present at the meeting, a fourth affirmative vote was obtained from Brian O'Day via e-mail on September 30, 2014.