

**DERRY TOWNSHIP DESIGN ADVISORY BOARD  
MEETING MINUTES  
MAY 18, 2015**

The Monday, May 18, 2015 meeting of the Derry Township Design Advisory Board was called to order at 6:02 p.m. by Chairman Ed Buchan in the Meeting 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

Members Absent: Joyce St. John, Vice Chairwoman; Brian O'Day

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

Public registering attendance: Amy Nguyen; Glen Bollinger

**APPROVAL OF MINUTES**

On a motion made by Member Moore, seconded by Secretary Ballard, and a unanimous vote, the minutes of the April 27, 2015 meeting were approved as presented.

**NEW BUSINESS**

**a. Consideration of addition/exterior alterations to the building located at 441 West Chocolate Avenue (Amy Nguyen; DAB #361)**

Mr. Williams explained that the existing two-story building contains a nail salon on the first floor and a residential use on the second floor.

Secretary Ballard asked if Chris Brown of Derck & Edson had met with the applicant regarding this proposal. Mr. Williams responded that the Township forwarded a copy of the submission to Mr. Brown for his review, but Mr. Brown did not meet with the applicant and he did not provide formal review comments.

Secretary Ballard commented that she thinks the proposed alterations look wonderful, but asked if the applicant would consider adding more windows on the first floor so that the front of the building looks more like a storefront and less like a house. Glen Bollinger, Bollinger Builders, stated that the proposal shows the replacement of the 4 narrow windows on the first floor with 2 twin windows in order to allow more light in the front of the building. He cannot add more windows because the proposed stone façade is being extended beyond the building by approximately 2 feet on either side.

**DERRY TOWNSHIP DESIGN ADVISORY BOARD**  
**MEETING MINUTES**  
**MAY 18, 2015**

Mr. Bollinger commented that there might be enough room to use triple windows instead of twin windows.

Mr. Williams noted that the type of stone proposed on the front of the building is not in character with the other buildings in the downtown area and suggested that limestone, stucco, or vinyl siding be used instead. Mr. Bollinger presented samples of a limestone façade to the Board.

Mr. Williams stated that the cedar shake siding proposed on the gable area is also out of character with the other buildings in the downtown, and recommended that vinyl siding be used instead (to match the rest of the building). Secretary Ballard commented that she likes the cedar shake siding. Chairman Buchan thought it would probably be better to go with the vinyl siding for uniformity with the other siding on the building. Member Herman added that the cedar shake siding is attractive, but it would be more consistent to use vinyl siding.

Mr. Williams stated that the applicant is proposing architectural shingles for the roof of the building, and staff's recommendation is that three-tab shingles be used, again to match the appearance of many of the other buildings in the area. Mr. Bollinger stated that the roof already has architectural shingles, which hold up longer than three-tab shingles. He would be uncomfortable with asking the owner to replace the architectural shingles with three-tab shingles simply for appearances.

Mr. Williams stated that any landscaping changes will also require approval from the Design Advisory Board. Mr. Bollinger clarified that the architect's renderings did not accurately convey some of the existing aspects of the property, such as the landscaping, and that the applicant has no plans at the moment for changing the landscaping.

It was noted that a new wall sign may be necessary, depending on the size of the windows that will be used. Mr. Williams commented that if the existing sign is replaced, that will also require approval from the Design Advisory Board.

Mr. Williams asked if the sidewalk between the building entrance and the public sidewalk will change. Mr. Bollinger responded that it will probably stay the same from the street end, but it will be extended to the building in order to line up with the relocated entrance. There will be no change to the public sidewalk.

Mr. Williams asked what the west elevation will look like when the deck is replaced with an office. Mr. Bollinger stated that they will use vinyl siding to match the rest of the building. Mr. Williams asked if there will be a change in sidewalk access to the new office. Mr. Bollinger answered no.

**DERRY TOWNSHIP DESIGN ADVISORY BOARD  
MEETING MINUTES  
MAY 18, 2015**

Mr. Williams stated that staff recommends approval of the proposal, with the conditions that a limestone façade be used instead of stone; that the gable treatment contain vinyl siding instead of cedar shake siding; that the applicant return to the Design Advisory Board for further approval if landscaping or signage changes are proposed; and that the Zoning Hearing Board grants the necessary variances for the project.

Secretary Ballard commented that the recommendation of appropriateness should include an allowance for bigger windows if preferred by the applicant. She would also like Chris Brown to conduct an official review of the proposal. Member Herman commented that if Mr. Brown had review comments, he should have provided them prior to the meeting. Requesting a formal review after the meeting could affect the deadline in which the Design Advisory Board has to make a recommendation and delay the project.

Motion

Member Herman made motion to issue a Recommendation of Appropriateness for the proposal as presented, with the following conditions:

1. Change the stone material to limestone.
2. Change the gable portion to vinyl.
3. The existing architectural shingles do not have to be replaced with three-tab shingles.
4. If changes to the signage or landscaping are proposed in the future, further review and approval by the Design Advisory Board is required.

The motion was seconded by Member Moore, and approved by a vote of 3 to 1 (Chairman Buchan voted in favor; Secretary Ballard voted in opposition).

**OTHER BUSINESS**

None.

**ADJOURNMENT**

The meeting adjourned at 6:35 p.m.

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Chairman