

**DERRY TOWNSHIP DESIGN ADVISORY BOARD
MEETING MINUTES
JANUARY 25, 2016**

The meeting of the Derry Township Design Advisory Board was called to order at 6:09 p.m. by Member Joyce St. John in the Meeting Room of the Derry Township Municipal Complex, 600 Clearwater Road, Hershey, PA.

ROLL CALL

Members Present: Joyce St. John (via conference call); Pam Moore; Ted Herman; Jennifer Harnden; Susan Cort

Members Absent: Brian O'Day

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

Public registering attendance: Jim Snyder, Snyder Secary & Associates

APPROVAL OF MINUTES

On a motion made by Member Moore, seconded by Member Herman, and a unanimous vote, the minutes of the November 30, 2015 meeting were approved as presented.

REORGANIZATION FOR 2016

On a motion made by Member Moore, seconded by Member Herman, and a unanimous vote, the Board appointed Susan Cort as Secretary; on a motion made by Member St. John, seconded by Member Cort, and a unanimous vote, the Board appointed Pam Moore as Chairwoman; and on a motion made by Member Moore, seconded by Member Herman, and a unanimous vote, the Board appointed Jennifer Harnden as Vice Chairwoman.

NEW BUSINESS

a. Consideration of the interim parking plan for the proposed hotel at 515 East Chocolate Avenue (Chafia Capital Partners, LLC; DAB #371)

Brandon Williams explained that it has been determined by the applicant that the medical office and parking garage proposed to the east of the hotel probably will not be constructed, so they are proposing an interim parking area to allow the hotel project to move forward.

Mr. Williams stated that Chris Brown of Derck & Edson reviewed the proposal and made recommendations regarding additional landscaping and screening of the interim

DERRY TOWNSHIP DESIGN ADVISORY BOARD
MEETING MINUTES
JANUARY 25, 2016

parking area and the extension of sidewalks and crosswalks. He noted that if the sidewalks are extended, the parking area may need to be slightly reconfigured to maintain the required 10% interior green space.

Jim Snyder of Snyder Secary & Associates represented the applicant. Mr. Snyder was concerned about Mr. Brown's recommendation for the installation of a short section of screening wall to the east of the hotel entrance because there is a sanitary sewer easement in that area and also because this is an interim parking plan – when the balance of the site is developed, the additional section of screening wall will be removed. The applicant will have to work with DTMA regarding what kind of street trees can be planted in the easement.

Secretary Cort asked how temporary the interim parking area will be. Mr. Snyder estimated a year or so.

In response to a question from Secretary Cort, Mr. Williams stated that Mr. Brown recommended the additional section of wall for aesthetic reasons to provide continuity on the east side of the hotel entrance. Township staff would not be opposed to its removal in the future, as long as the 3 additional street trees and the recommended landscape berm on the eastern side of the interim parking area are retained.

Member Herman was under the impression that the Board approved the site plan for the hotel with the amount of parking required for the hotel. He asked if that was factored in to the area to the right of the drive, either as macadam or stone, to be used temporarily as parking or if there is a particular reason why the applicant is presenting this interim plan to the Board. Mr. Williams responded that the interim parking area is proposed to address the required parking for the hotel use without the medical office building.

Chairwoman Moore asked if Mr. Brown indicated a desired height or length of the additional wall segment. Mr. Williams answered no, but he expects the height and material are to be the same as what was previously approved. Mr. Snyder stated that Mr. Brown's graphic of the wall shows that it would be built directly on the sanitary sewer line, and Mr. Snyder expects DTMA will have an issue with that. Chuck Emerick noted that a screening wall was proposed as part of the original land development plan, so he thinks that DTMA would find the straight section of the additional segment to be acceptable. The "hook" section of the wall as shown on Mr. Brown's graphic is likely within the sewer easement. The Board agreed that the "hook" segment does not have to be installed. Mr. Snyder asked that the Board add a caveat to their approval that if DTMA does not allow the installation of the straight section of the additional screening wall segment, the applicant can proceed without it.

**DERRY TOWNSHIP DESIGN ADVISORY BOARD
MEETING MINUTES
JANUARY 25, 2016**

Motion

Member Herman made a motion that the Design Advisory Board issue a Recommendation of Appropriateness for the proposal as presented, with the conditions that the applicant installs the straight segment of screening wall to the east of the driveway (unless prohibited by DTMA); the landscaping berm; the 6 additional trees; and the crosswalk, sidewalk, and ramp extensions; and with the understanding that the parking area may need to be slightly reconfigured to maintain the 10% interior green space. Vice Chairwoman Harnden seconded the motion, which was passed unanimously.

OTHER BUSINESS

None.

ADJOURNMENT

The meeting adjourned at 6:35 p.m.

Chairwoman