

**DERRY TOWNSHIP DESIGN ADVISORY BOARD
MEETING MINUTES
October 24, 2016**

The meeting of the Derry Township Design Advisory Board was called to order at 6:00 p.m. by Chairwoman Pam Moore in the Meeting Room of the Derry Township Municipal Complex, 600 Clearwater Road, Hershey, PA.

ROLL CALL

Members Present: Pam Moore, Chairwoman; Jennifer Harnden, Vice Chairwoman; Susan Cort, Secretary; Ted Herman

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

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

Public registering attendance: Stephen J. Hinkle, The Hershey Company; Garrett Gallia, Hershey Entertainment & Resorts Company

APPROVAL OF MINUTES

On a motion made by Secretary Cort, seconded by Member Herman, and a unanimous vote, the minutes of the August 29, 2016 meeting were approved as presented.

OLD BUSINESS

None.

NEW BUSINESS

A. Consideration of removal of the ramp leading to Monorail Station #1 on the property located at 11 East Chocolate Avenue (Hershey Entertainment & Resorts Company; DAB #380)

Brandon Williams reported that the applicant is proposing to remove the ramp on the eastern side of the building. After the ramp is removed, black-coated aluminum or steel fencing will be installed around the entrance to the sub-grade stairs that are located under the ramp. Mr. Williams stated that Chris Brown of Derck & Edson also reviewed the proposal, and had no issues beyond confirming that the fence will not be unfinished galvanized metal, such as what currently exists on the ramp. Mr. Williams recommended that the proposal be approved as presented.

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Member Herman asked who the owner of the property is. Garrett Gallia, Hershey Entertainment & Resorts, responded that HE&R is the applicant; however, a law firm is the owner of the property.

Member Herman asked if the removal of the ramp is associated with the plan to relocate the monorail. Mr. Gallia stated that the removal of the ramp is independent of the relocation. The new owner wants to do some improvements, and the removal of the ramp, which has not been used for approximately 30 years, is part of that. Member Herman asked if the monorail ramp was constructed at the same time as the building in 1969. Mr. Gallia responded that he did not know.

Secretary Cort inquired why HE&R is involved in this project since they are not the property owner. Mr. Gallia stated that the ramp is very close to the building but not attached to it so as the monorail owner, HE&R became the applicant for the removal of the ramp. He provided an e-mail from the property owner stating that they are in agreement with the proposal.

Mr. Gallia explained that the relocation of the monorail will not be a large project. The monorail will still be contained on the parking lot property. It will be moved to the north and away from the entrance to The Hershey Company's office building. He expects the relocation to be completed before the start of next year's Hersheypark operating season.

Motion

Member Herman made a motion that the Design Advisory Board issue a Recommendation of Appropriateness for the proposal as presented. Secretary Cort seconded the motion, which was passed unanimously.

B. Consideration of front porch enclosure on the building located at 218 West Chocolate Avenue (Maria Yi [Maria's Flowers]; DAB #381)

Brandon Williams reported that the applicant proposes to enclose the existing front porch. White vinyl siding will be used on the enclosure that will match the siding around the dormer windows. There will be two bay windows on each side of the doorway and a single window on each side elevation of the enclosure.

Mr. Williams commented that Chris Brown of Derck & Edson also reviewed the proposal and was concerned that no explanation was provided regarding what materials are going to be used. Mr. Williams noted that the contractor verbally informed him about the materials when he submitted the proposal. Regarding the proposed vinyl siding, Mr. Williams stated that several buildings in the area have porch enclosures with vinyl accents. There are no specific guidelines in the Zoning Ordinance regarding the use of vinyl on buildings in the Chocolate Avenue

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Preservation Overlay district. Mr. Williams recommended that the proposal be approved as presented.

Kevin Brubaker of Kevin Brubaker Home Remodeling represented the applicant. In response to a question from Secretary Cort, Mr. Brubaker stated that the applicant wants to use the enclosed area for display purposes.

Member Herman asked if the existing lattice on the porch was approved by the Design Review Board at the time of its installation. Mr. Williams thought the lattice was installed prior to the existence of the Design Review Board. Member Herman questioned if the Design Advisory Board should make any stipulations regarding the type, color, and material of the proposed windows. His recollection was that a previous approval for similar situation was conditional upon the windows blending in more with the enclosure. Mr. Williams explained that these windows will be white vinyl to match the siding.

Motion

Chairwoman Moore made a motion that the Design Advisory Board issue a Recommendation of Appropriateness for the proposal as presented. Vice Chairwoman Harnden seconded the motion, which was passed unanimously.

OTHER BUSINESS

None.

ADJOURNMENT

The meeting adjourned at 6:16 p.m.

Chairwoman