

**DERRY TOWNSHIP DOWNTOWN CORE DESIGN BOARD**  
**MEETING MINUTES**  
**October 28, 2019**

The October 28, 2019 meeting of the Derry Township Downtown Core Design Board was called to order at 5:01 p.m. by Chairman Justin Engle in the Meeting Room of the Administration Building in the Derry Township Municipal Complex, 600 Clearwater Road, Hershey, PA.

**ROLL CALL**

Members Present: Justin Engle, Chairman; Rick Zmuda, Vice Chairman; Pam Moore; Matt Luttrell

Members Absent: Andy Bowman, Secretary; Jim George; George Achorn

Also Present: Chuck Emerick, Director of Community Development; Lauren Zumbrun, Economic Development Manager; Jenelle Stumpf, Planning/Zoning Coordinator

Public registering attendance: Chris Burns, Dwayne Klahr – Restoration Relief; McKenzie Walker, Behavioral Health and Wellness Academy

**APPROVAL OF MINUTES**

On a motion made by Member Moore, seconded by Vice Chairman Zmuda, and a majority vote, the minutes from the September 30, 2019 meeting were approved as presented. Member Luttrell abstained because he was not present at that meeting.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**A. Consideration of roofing and siding replacement on the building located at 517 West Chocolate Avenue (Restoration Relief; DCDB #438)**

Chuck Emerick explained that this project is the result of fire damage to the building. The applicant is proposing to change the color and material of the siding and the color and style of the roofing shingles. The applicant has requested a modification of the minimum design criteria under Section 89-12.B.(2) of the Downtown Core Design Standards to allow the use of vinyl siding. Mr. Emerick noted that the Design Board previously granted the same modification request for a project at 441 West Chocolate Avenue. The color of the siding proposed for 517 West Chocolate Avenue is the same as the color of the siding at 441 West Chocolate Avenue. The proposed style of the siding (double 4-inch woodgrain dutchlap) will match the building at 523 West Chocolate Avenue. The applicant presented samples of the siding and roofing materials.

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Member Luttrell asked if there are any provisions in the Downtown Core Design Standards for this type of situation. For example, Zoning Ordinances often allow the restoration of something that was previously not compliant because of the emergency nature. In this case, the applicant states that the insurance money does not cover the increased standard. Mr. Emerick responded that there are no provisions in the Design Standards for this type of situation. He added that it is difficult to tell the difference between aluminum siding and vinyl siding when driving through the downtown.

Chairman Engle stated that even though the Design Standards do not have provisions regarding the repair of an existing building as the result of an emergency situation, the Design Board can still view it that way in order to support the modification request. In general, there is no question that the renovations will be an improvement to the building.

Chris Burns, Restoration Relief, stated that the building had been added on to three different times over a span of several years, so the proposed uniform siding replacement will be a big improvement.

Chairman Engle suggested that in the future the owner could add some architectural detail to the building to make it more appealing. Member Luttrell agreed that there are opportunities for enhancements, such as improvements to the base, the railing, and the concrete front steps.

Chairman Engle inquired if the windows are wrapped with aluminum. Dwayne Klahr, Restoration Relief, replied that they will be white vinyl windows with built in trim. The existing windows are wrapped aluminum, but they are not in good shape.

In response to a question from Vice Chairman Zmuda, Mr. Klahr stated that all windows and exterior doors are being replaced. The replacement windows will be sash over sash like the existing windows.

Mr. Emerick asked if the existing half-view storm door will be replaced in kind. Mr. Klahr responded that the owner has not decided on the type of storm door to be used; however, the full-view interior door will be replaced in kind. Vice Chairman Zmuda commented that he personally would not have full-view storm and interior doors because there is not enough privacy. Mr. Klahr stated that the interior front door will be full view and the storm door will be half view in white to match the trim of the windows. No changes are proposed to the railing, as it still has its integrity.

Motion

Vice Chairman Zmuda made a motion that the Downtown Core Design Board issue a Recommendation of Appropriateness for the proposal as presented and grant the

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requested modification, with the condition that the existing front door is replaced with a full-view door and the existing storm door and trim are replaced with a half-view door which is white in color to match the window trim. Member Moore seconded the motion, which was passed by a unanimous vote.

**B. Consideration of window sign at 513 West Chocolate Avenue (McKenzie Walker; DCDB #439)**

McKenzie Walker explained that the proposed window sign will not be a block as depicted on the rendering that was submitted, it will be a cutout with no frame. The sign will face toward the street, not the office. The logo and most of the words will be white; the blocks over 'The' and 'Evolve' will be white with transparent letters; 'Integrity' will be blue.

Mr. Emerick noted that the sign is compliant with the Zoning Ordinance. He asked if the applicant's business will also be represented on the building's multi-tenant sign. Ms. Walker responded that it will be.

Member Luttrell commented that he likes the window sign and how it is being proposed.

Motion

Chairman Engle made a motion that the Downtown Core Design Board issue a Recommendation of Appropriateness for the proposal as presented. Member Luttrell seconded the motion, which was passed by a unanimous vote.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

The meeting adjourned at 5:26 p.m.

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Secretary