

DERRY TOWNSHIP DOWNTOWN CORE DESIGN BOARD
MEETING MINUTES
April 27, 2020

The April 27, 2020 meeting of the Derry Township Downtown Core Design Board, which was conducted via video conference due to the COVID-19 crisis, was called to order at 5:00 p.m. by Chairman Jim George.

ROLL CALL

Members Present (*via video conference*): Jim George, Chairman; Susan Cort, Secretary; Pam Moore; George Achorn; Matt Luttrell; Rick Zmuda

Member Absent: Andy Bowman, Vice Chairman

Also Present (*via video conference*): Dave Habig, Assistant Director of Community Development; Chuck Emerick, Director of Community Development; Lauren Zumbrun, Economic Development Manager; Jenelle Stumpf, Planning/Zoning Coordinator

Public Attendance (*via video conference*): Laura Morgan, 128 West Chocolate Avenue; Paul Smith, 320 West Chocolate Avenue

APPROVAL OF MINUTES

On a motion made by Member Zmuda, seconded by Member Moore, and a unanimous vote, the minutes from the March 30, 2020 meeting were approved as presented.

OLD BUSINESS

None.

NEW BUSINESS

Member Luttrell recused himself from participation in the discussion and vote on both of the New Business items because he has assisted the applicants in their current projects.

A. Consideration of ADA ramp and free-standing sign at 128 West Chocolate Avenue (Laura Morgan; DCDB 448)

Ms. Morgan explained that she is keeping the same colors on the exterior of the building. She will be adding more plantings to enhance the appearance of the property. The ADA ramp is proposed for the rear entrance.

In response to a question from Secretary Cort, Ms. Morgan stated that she will be operating an interior design studio.

Dave Habig asked how the lights will be mounted on the sign. Ms. Morgan responded that the lights will be mounted above the sign on the support structure.

Mr. Habig noted that the sign as currently proposed is not dimensional. The Downtown Core Design Standards state that dimensional signs shall be utilized.

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Member Zmuda asked if the sign for Calicutts Spice Co. at 130 West Chocolate Avenue is dimensional. Ms. Morgan stated that the sign has raised lettering. She added that she misunderstood the regulations in the Design Standards and thought that dimensional signs were optional. She does not have an issue with adding raised lettering to her sign.

Motion

Secretary Cort made a motion that the Downtown Core Design Board issue a Recommendation of Appropriateness for the proposal, as presented, with the condition that the sign lettering be raised. Member Achorn seconded the motion, which was passed by a majority vote. Member Luttrell recused.

B. Consideration of replacing exterior stairs and painting existing brick at 320 West Chocolate Avenue (Paul Smith; DCDB 449)

Paul Smith explained that he is proposing to remove the wooden side entrance and replace it with concrete steps and stone to match the front of the building. He is also proposing to paint the brick on the building to match the color of the current stone.

Member Zmuda inquired if the side stoop will be ADA accessible. Mr. Smith responded that it will not. He looked into installing an ADA ramp, but it was not feasible. The building is currently not ADA accessible.

Member Zmuda asked if there is a requirement to have ADA accessibility during retrofits. Matt Luttrell stated the code requires that 20% of the upgrade expenses be spent on accessibility upgrades. In this case, because there is almost 48 inches of vertical rise, the ramp would have ended up with a total length of 58 feet. There is no way to provide the ramp in a way that is feasible. The current stairs do not meet accessibility requirements. What is being proposed is compliant with accessibility requirements.

Secretary Cort asked how handicapped individuals access the building. Mr. Smith replied that they go to the individual's home instead.

Motion

Member Zmuda made a motion that the Downtown Core Design Board issue a Recommendation of Appropriateness for the proposal, as presented. Member Moore seconded the motion, which was passed by a majority vote. Member Luttrell recused.

OTHER BUSINESS

None.

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ADJOURNMENT

On a motion by Secretary Cort, seconded by Member Zmuda, and a unanimous vote, the meeting was adjourned at 5:20 p.m.

Secretary