

**DERRY TOWNSHIP PLANNING COMMISSION  
MEETING MINUTES  
July 12, 2021**

**CALL TO ORDER**

The Monday, July 12, 2021 Derry Township Planning Commission meeting was called to order at 6:00 p.m. in the meeting room of the Derry Township Municipal Complex, Administration Building, 600 Clearwater Road, Hershey, PA, by Chairman Tom Wilson.

**ROLL CALL**

Commission Members Present: Tom Wilson, Chairman; Glenn Rowe, Vice Chairman; Matt Tunnell, Secretary; Don Santostefano; Joyce St. John

Commission Members Absent: None

Township Staff Members Present: Chuck Emerick, Director of Community Development; Jenelle Stumpf, Planning/Zoning Coordinator

Public Registering Attendance: None

**APPROVAL OF MINUTES**

On a motion made by Secretary Tunnell, seconded by Member Santostefano, and a unanimous vote, the Planning Commission approved the minutes from the June 1, 2021 meeting, as written.

**OLD BUSINESS**

- A. Report on the Board of Supervisors' action regarding a waiver request from Section 185-33.C (Lighting) of the Subdivision and Land Development Ordinance regarding the Final Lot Consolidation and Land Development Plan for Hershey West End – Streets and Infrastructure Phase, Plat 1330**

Chuck Emerick stated that the Board granted the waiver request.

**NEW BUSINESS**

- A. Review and recommendation of Conditional Use Application No. 2021-02 to establish a Short-Term Rental use at 71 Lucy Avenue, as filed by Amit Jain**

Mr. Emerick explained that this application requests that a Conditional Use authorization be granted under the provisions of Chapter 225 (Zoning), Section 225-501.20 of the Code of the Township of Derry. The applicant proposes to establish a short-term rental on the property located at 71 Lucy Avenue, Hummelstown. The subject property is located in the General Commercial zoning district.

Mr. Emerick reviewed the required performance standards for the Conditional Use and the applicant's responses as to how they will meet the standards.

**DERRY TOWNSHIP PLANNING COMMISSION**  
**MEETING MINUTES**  
**July 12, 2021**

Member St. John inquired if a gravel driveway for a short-term rental needs to have lined parking spaces. Mr. Emerick responded that the parking area has to be paved and lined to show the minimum required number of off-street parking spaces.

In response to a question from Vice Chairman Rowe, Mr. Emerick explained the regulatory steps the Township takes when an illegally operating short-term rental is discovered.

Chairman Wilson asked if the Township has had any issues with legally operating short-term rentals. Mr. Emerick answered no.

Mr. Emerick recommended that the Conditional Use authorization be granted, subject to the following conditions:

- A. The establishment of the short-term rental shall be in substantial compliance with the information presented with the Conditional Use Application and during the July 27, 2021 Board of Supervisors public hearing.
- B. If, in the future, the applicant proposes to increase the number of bedrooms in the dwelling beyond the existing two, they must apply for further approval from the Township.
- C. The operation of the short-term rental must comply at all times with the requirements of Sections 225-501.20.C through O of Chapter 225 (Zoning) of the Code of the Township of Derry.
- D. Notwithstanding any lesser restriction required by the Township's Property Maintenance Code, Chapter 143 of the Code of the Township of Derry, no more than two individuals (excluding children under the age of three) may occupy any bedroom.
- E. The granting of approval of the Conditional Use request shall not relieve the applicant from filing and having the Township approve any permit, land development, subdivision, or site plan that may be required by other Township regulations or from otherwise complying with all applicable Township regulations.
- F. The granting of approval of the Conditional Use shall expire if a zoning permit, building permit, or certificate of use and occupancy is not obtained within 12 months from the date of the grant of approval of the Conditional Use.
- G. The short-term rental shall meet all other requirements of the Township that may apply.

**MOTION**

On a motion made by Member Santostefano, seconded by Secretary Tunnell, and a unanimous vote, the Planning Commission made a recommendation to the Board of Supervisors that the Conditional Use represented by Application No. 2021-02 be granted with conditions 'A' through 'G' as outlined by Township staff above.

**DERRY TOWNSHIP PLANNING COMMISSION**  
**MEETING MINUTES**  
**July 12, 2021**

**OTHER BUSINESS**

None.

**ADJOURNMENT**

On a motion by Secretary Tunnell, seconded by Vice Chairman Rowe, and a unanimous vote, the meeting adjourned at 6:15 p.m.

Respectfully submitted,

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Matthew Tunnell  
Planning Commission Secretary

Submitted by:

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Jenelle Stumpf  
Planning/Zoning Coordinator (*acting as stenographer*)