

**DERRY TOWNSHIP DOWNTOWN CORE DESIGN BOARD  
MEETING MINUTES  
November 9, 2022**

The Wednesday, November 9, 2022 meeting of the Derry Township Downtown Core Design Board was called to order at 5:05 p.m. by Vice Chairwoman Pam Moore in the Meeting Room of the Administration Building in the Derry Township Municipal Complex, 600 Clearwater Road, Hershey, Pennsylvania.

**ROLL CALL**

Members Present: Pam Moore, Vice Chairwoman; Rick Zmuda, Secretary; Jim George

Member Absent: George Achorn, Chairman

*(Note: The Board of Supervisors have not yet appointed members to fill the vacancies created by Susan Cort, Matt Luttrell, and Andy Bowman at the end of 2021.)*

Township Staff Present: David Habig, Assistant Director of Community Development; Jenelle Stumpf, Planning/Zoning Coordinator

Public Registering Attendance: Steve Thompson, Stoner Graphix, Inc.; Dave Hogg, Fairfield Inn and Suites

**APPROVAL OF MINUTES**

On a motion made by Secretary Zmuda, seconded by Member George, and a unanimous vote, the minutes from the September 26, 2022 meeting were approved as presented.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**A. Consideration of replacement of off-premises sign at 405 East Chocolate Avenue (Stoner Graphix, Inc., on behalf of Derry Presbyterian Church; DCDB 475)**

Steve Thompson, Stoner Graphix, Inc., represented the project and stated that Derry Presbyterian Church wants to replace their existing signage, including the off-premises sign located at the corner of East Chocolate Avenue and East Mansion Road. The off-premises sign will be double sided and have aluminum posts. The sign face will be aluminum with cut aluminum lettering and graphics.

In response to a question from Member George, Mr. Thompson stated that the sign was originally proposed as being made of acrylic; however, after learning that acrylic is not a permitted sign material in the Downtown Core Overlay, Mr. Thompson submitted the current rendering depicting the sign being made of aluminum.

David Habig inquired about the height of the 'DERRY DISCOVERY DAYS' lettering. Mr. Thompson responded that the lettering is approximately 1.2 inches high and making it

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dimensional per the Downtown Core Design Standards would affect the readability of the message in different lights and shadows.

In response to a question from Secretary Zmuda, it was confirmed that the location of the sign does not interfere with sight distance.

Motion

On a motion made by Secretary Zmuda, seconded by Vice Chairwoman Moore, and a unanimous vote, the Downtown Core Design Board issued a Recommendation of Appropriateness for the proposal as presented. The Board also granted a modification from Section 225-429.G.6.a.(ii) of the Downtown Core Design Standards to allow the 'DERRY DISCOVERY DAYS' lettering of the sign to not be dimensional.

**B. Consideration of addition of pre-fab cooler and parapet wall and repair of chain link gate at 638 West Chocolate Avenue (Patrick Brewer Carpentry, Inc., on behalf of Meyer Oil Company; DCDB 476)**

Cole Brewer of Patrick Brewer Carpentry, Inc. represented the project. He explained that a walk-in cooler will be installed on the east side of the building. The existing chain link gate will be moved to the east to make room for the parapet wall that will be constructed to block the view of the cooler from West Chocolate Avenue. The parapet wall will consist of James Hardie plank siding that will be painted in an accompanying color to match the existing building. The chain link gate will be repaired and reinstalled, and privacy material will be added to it.

In response to a question from Secretary Zmuda, Mr. Brewer stated that the parapet wall will not go the whole way around the cooler. It is only meant to screen the view of the cooler from West Chocolate Avenue.

David Habig noted that the applicant did not specify the exact colors of the proposed materials; however, the Board could grant a modification from the Downtown Core Design Standards' list of approved color palettes to allow other building material colors to be used in order to match the project to the rest of the building.

Member George commented that the existing chain link fence is in disrepair, so this project will be an improvement.

Motion

On a motion made by Member George, seconded by Secretary Zmuda, and a unanimous vote, the Downtown Core Design Board issued a Recommendation of Appropriateness for the proposal as presented. The Board also granted a modification from Section 225-429.G.4.b.(ii) of the Downtown Core Design Standards to allow the project's colors to match the existing building instead of matching one of the prescribed color palettes.

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**C. Consideration one-story addition to existing fitness room at 651 West Areba Avenue (Springwood Hospitality; DCDB 477)**

Dave Hogg of Fairfield Inn and Suites represented the project. He stated that traditions have changed over the past 10 years since the hotel opened and guests now want a bigger fitness center. The proposal is to expand the fitness center walls over a portion of the existing patio on the north side of the hotel. The materials of the addition will match those of the existing building. The addition will not be visible from the west and will only be minimally visible from the east.

Motion

On a motion made by Vice Chairwoman Moore, seconded by Member George, and a unanimous vote, the Downtown Core Design Board issued a Recommendation of Appropriateness for the proposal as presented, with the condition that the addition matches the existing color scheme of the building.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

On a motion made by Secretary Zmuda, seconded by Member George, and a unanimous vote, the meeting was adjourned at 5:23 p.m.

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Rick Zmuda, Secretary