

DERRY TOWNSHIP DOWNTOWN CORE DESIGN BOARD
MEETING MINUTES
September 26, 2022

The September 26, 2022 meeting of the Derry Township Downtown Core Design Board was called to order at 5:00 p.m. by Chairman George Achorn in the Meeting Room of the Administration Building in the Derry Township Municipal Complex, 600 Clearwater Road, Hershey, Pennsylvania.

ROLL CALL

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

Member Absent: Jim George

(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: Matt Luttrell, ThYNK design; Ed Fetter, Hershey DTC; Greg Shughart, Bartush Signs; Mark Webb, UPMC

APPROVAL OF MINUTES

On a motion made by Vice Chairwoman Moore, seconded by Secretary Zmuda, and a unanimous vote, the minutes from the August 29, 2022 meeting were approved as presented.

OLD BUSINESS

None.

NEW BUSINESS

A. Consideration of covered patio/outdoor bar at 505 Rear West Chocolate Avenue (Hidden Still; DCDB 474)

Matt Luttrell, ThYNK design, spoke on the applicant's behalf. They are proposing to add an outdoor bar addition that would tie into the existing canopy and would like to enclose the bar with a single-pane glass to turn it into an indoor/outdoor space. The enclosure will have two large operable doors that can be opened throughout the year and the space will be heated to extend the outdoor dining season. The proposed materials are similar to those already in place on the property. The color of the window system will be identical to the windows that are there now. There will be a metal panel and metal fascia, which is on the building's existing entry canopy, and the applicant is proposing the introduction of what appears to be a wood material that is similar to what had been approved for the entry canopy for the cigar lounge.

Secretary Zmuda asked if there will be adequate lighting. Mr. Luttrell replied that there are several existing fans with lights and the applicant will add more lighting inside the bar area.

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In response to another question from Secretary Zmuda, Mr. Luttrell explained that the outdoor bar will be enclosed with large panes of glass and the center and side sections will be operable doors that will stack off to the side. The bar will have an overhead door.

Secretary Zmuda inquired if anything is proposed on top of the enclosure, such as a deck. Mr. Luttrell responded that nothing is proposed, it is just a flat roof because the applicant is trying to match the same proportions as the building's main entrance.

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.

B. Consideration of signage at 121 Towne Square Drive (Bartush Signs, on behalf of UPMC Central PA; DCDB 473)

Greg Shughart, Bartush Signs, spoke on behalf of UPMC. He stated that this is a UPMC urgent care facility and outpatient center. Signs 002, 004, 006, and 008 are new wall signs with metal-faced, halo-lit letters. Sign 010 is two panels that will be added to the existing multi-tenant sign on the property. Sign 012 is a new freestanding sign that will be identical in appearance to the existing multi-tenant sign and will be located on the Linden Road side of the building. Sign 014 is two parking signs containing a digital print face on a metal background. Signs 016 and 017 are new non-illuminated building entrance identifying wall signs that will have a metal face and a flat digital print. Sign 018 is a new non-illuminated ground sign that will be placed in the planter area to direct urgent care patients. It will contain flat digital printing on a metal face.

Secretary Zmuda asked why no illumination is proposed for Sign 018 since the intention of the sign is to direct people who are seeking urgent care. Mr. Shughart responded that the applicant felt it was not necessary to illuminate the sign based on existing lighting on the property.

David Habig noted that the materials for Sign 010 need to be compliant with the Zoning Ordinance.

Motion on Sign 010 (new panels in existing multi-tenant sign)

On a motion made by Vice Chairwoman Moore, seconded by Secretary Zmuda, and a unanimous vote, the Downtown Core Design Board issued a Recommendation of Appropriateness for Sign 010, with the condition that the materials of the panels comply with Section 225-401.4.F.C.5.b of the Zoning Ordinance. The Board also granted a modification from Section 225-429.G.6.a.(ii) of the Downtown Core Design Standards to allow the panels to not have dimensional messages.

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Motion on Signs 002, 004, 006, and 008 (wall signs)

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 Signs 002, 004, 006, and 008, as presented.

Regarding Sign 012, Mr. Habig explained that as currently placed, the sign would require a permit, regardless of the sizing of the letters proposed. If the sign was moved 100 feet from the right-of-way of Linden Road, it would not require a permit if the letters are no larger than three inches. The materials of the sign need to be compliant with the Zoning Ordinance. The sign is not proposed to be dimensional. Mr. Habig informed the Board that they can either require compliance or grant a modification of the dimensional requirement.

In response to a question from Vice Chairwoman Moore, Mr. Shughart stated that the lettering is proposed to be three inches high and less. He noted that the address on the multi-tenant sign is dimensional. Ed Fetter of Hershey DTC (the property owner) added that the Board previously granted a modification regarding the multi-tenant sign to allow the panels of that sign to have flat, non-dimensional letters.

Mr. Habig commented that there is a tree in the island where the sign is currently proposed. The Board can include a condition in their recommendation that the tree may not be removed.

Motion on Sign 012 (new freestanding sign)

On a motion made by Vice Chairwoman Moore, seconded by Secretary Zmuda, and a unanimous vote, the Downtown Core Design Board issued a Recommendation of Appropriateness for Sign 012, with the conditions that the address numbering/lettering at the top of the sign is dimensional per Section 225-429.G.6.a.(ii) of the Zoning Ordinance to match the existing multi-tenant sign on the property; that the materials of the sign comply with Section 225-401.4.F.C.5.b of the Zoning Ordinance; and that the existing tree in the island is not removed. The Board noted that either of the proposed sign locations are acceptable. The Board also granted a partial modification from Section 225-429.G.6.a.(ii) of the Downtown Core Design Standards to allow the panels in Sign 012 to not have dimensional messages.

Regarding Sign 014, Mr. Habig stated that no illumination is proposed, and the sign message is not required to be dimensional because of the size of the letters.

Motion on Sign 014 (two parking signs)

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 Sign 014, as presented.

Regarding Signs 016 and 017, Mr. Habig stated that no illumination is proposed, and the sign message is not required to be dimensional because of the size of the letters.

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*Motion on **Signs 016 and 017** (building entrance identifiers)*

On a motion made by Vice Chairwoman Moore, seconded by Secretary Zmuda, and a unanimous vote, the Downtown Core Design Board issued a Recommendation of Appropriateness for Signs 016 and 017, as presented.

Regarding Sign 018, Mr. Habig explained that the property owner has concerns about the location of the proposed sign due to a water vault under the island. There is a tree in the island where the sign is currently proposed. The Board can include a condition in their recommendation that the tree may not be removed. The sign is not proposed to be dimensional. Mr. Habig informed the Board that they can either require compliance or grant a modification of the dimensional requirement. The sign is not proposed to be dimensional. DH informed the Board that they can either require compliance or grant a modification.

Mr. Fetter noted that Hershey DTC is amenable to the sign installation. They will ensure that the top of vault elevation is known before the sign is installed. Mr. Shughart added that the hole for the footer would be dug by hand, not by equipment.

In response to a question from Vice Chairwoman Moore, Mr. Shughart said the size of the sign lettering will be three inches and less.

Secretary Zmuda asked if Township staff reviewed the sign for sight distance compliance. Mr. Habig responded that they did not, because the proposed sign location is not adjacent to a public street. Secretary Zmuda asked that the sign be modified to allow for more visibility under the sign. Mr. Shughart commented that they could raise the sign approximately one foot higher and/or eliminate some of the white space on the bottom of the sign so there would be more visibility between posts.

*Motion on **Sign 018** (new ground sign)*

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 Sign 018, with the conditions that the sign is modified to allow for greater visibility to the east; that the holes for the sign footers are dug by hand as opposed to utilizing equipment; that the materials of the sign comply with Section 225-401.4.F.C.5.b of the Zoning Ordinance; and that the existing tree in the island is not removed. The Board also granted a modification from Section 225-429.G.6.a.(ii) of the Downtown Core Design Standards to allow Sign 018 to not have a dimensional message.

OTHER BUSINESS

None.

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ADJOURNMENT

On a motion made by Secretary Zmuda, seconded by Vice Chairwoman Moore, and a unanimous vote, the meeting was adjourned at 5:39 p.m.

Rick Zmuda, Secretary