



## TOWNSHIP OF DERRY

Board of Supervisors Public Hearing Minutes  
Tuesday, March 25, 2025

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### CALL TO ORDER

Chairwoman Nutt called the March 25, 2025, Public Hearing of the Township of Derry Board of Supervisors to order at 6:30 p.m. in the meeting room of the Township of Derry Municipal Complex, 600 Clearwater Road, Hershey, PA. She advised that all public meetings are recorded for providing accurate notes. A roll call was performed.

### ROLL CALL

#### SUPERVISORS PRESENT:

Natalie L. Nutt, Chairwoman  
Richard D. Zmuda, Supervisor  
Dominic V. Giovanniello, Supervisor

#### ALSO PRESENT:

Zachary Jackson, Township Manager  
Patrick Armstrong, Township Solicitor  
Chuck Emerick, Director of Community Development  
Lynn Dawson, Recording Secretary  
Maria O'Donnell, Stenographer

#### ABSENT:

Carter E. Wyckoff, Vice Chairman  
Michael P. Corado, Secretary

### Public in Attendance:

Joseph Manzella, Angelina Manzella

### NEW BUSINESS

**Public hearing regarding Conditional Use Application No. 2025-02, as filed by Joseph and Angelina Manzella regarding establishing a Short-Term Rental use on the property located at 564 West Caracas Avenue.**

### INTRODUCTION

Chairwoman Nutt introduced the hearing and requested that Solicitor Armstrong and Mr. Emerick update the Board of Supervisors.

Solicitor Armstrong confirmed the advertised public hearing was open for a conditional use application (No. 2025-02), being a short-term rental within the Township mixed use downtown core overlay, for the property at 564 West Caracas Avenue, parcel number 24-013-059. Solicitor Armstrong asked the audience if anyone needed to request party status, and confirmed no one requested party status, beyond the applicants, Joseph and Angelina Manzella.

Solicitor Armstrong marked the following exhibits:

- Township 1: copy of the January 30, 2025 conditional use application
- Township 2: copy of the proof of publication of the hearing
- Township 3: copy of the list of abutting property owners that were provided notice of the hearing

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- Township 4: two photographs showing the property was properly posted for advertising the hearing
- Township 5: copy of the notice of the public hearing

Solicitor Armstrong asked the applicants if they had any objections to exhibits of Township 1 - 5. The applicants responded that they did not have any objection. Solicitor Armstrong admitted the exhibits as record.

Mr. Emerick stated the property was built in 1956 and is a 1,640-square-foot, three-bedroom, single-family dwelling. The ordinance requires two parking spaces for the first bedroom and one parking space for each additional bedroom. Therefore, four parking spaces are needed on the lot. Short-term rentals are limited to two individuals (excluding children under the age of three) per bedroom by the definition of 'short-term rental' in the Zoning Ordinance. The property can be rented to a maximum of six occupants over the age of three. The garage will need to remain open and available to the tenants.

Joseph Manzella was sworn in by stenographer, Maria O'Donnell.

Mr. Manzella provided background on the property to the Board of Supervisors and confirmed he would be responsible for the property maintenance. Solicitor Armstrong asked Mr. Manzella if he was aware of the zoning ordinance and would be in compliance with all requirements within the ordinance. Mr. Manzella responded with his confirmation and agreement.

It is not necessary to take any action at this hearing; however, Zoning Ordinance regulations require that the Board render a written decision within 45 days after the last hearing before the Board is concluded, unless an extension of time is granted by the applicants. If the hearing is closed on March 25, 2025, a decision will need to be rendered no later than May 9, 2025, keeping in mind that your closest regular meeting to that date is April 22, 2025. Staff and legal counsel will prepare a written decision to approve or deny the application as the Board directs.

Solicitor Armstrong confirmed that the Board of Supervisors did not have any further questions or comments and closed the hearing. Solicitor Armstrong noted that the Board has 45 days to issue a written decision.

### **VISITOR/PUBLIC COMMENTS**

### **ADJOURNMENT**

Solicitor Armstrong closed the hearing at 6:43 p.m.

### **SUBMITTED BY:**

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Michael P. Corado, Secretary