

**DOVER TOWNSHIP
INDUSTRIAL COMMERCIAL DEVELOPMENT COMMITTEE
MINUTES
OCTOBER 23RD, 2019**

The Dover Township Industrial Commercial Development Committee (I/CDC) meeting for October 23rd, 2019, was brought to order at 4:00 PM by Chairperson Brian Caden in the Meeting Room of the Dover Township Municipal Building. Committee members present were Ashley Spangler Sr., Charles Benton, Darryl Wagner, JoAnna Fink and Kathy Herman. John Popovich from Representative Seth Grove's office was present. *Kimberly Hogeman, Shane Patterson and Ashley Spangler Jr., was absent with prior notice.* Township Representatives in attendance were Stephen Parthree; Township Supervisor, Laurel Oswalt, Township Manager; Tiffany Strine, Township Secretary and John McLucas, Township Zoning Officer. There were no members of the public present. This meeting has been recorded for minute purposes only.

CALL TO ORDER

Chairperson B. Caden conducted the Industrial Commercial Development Committee Meeting.

**APPROVAL OF THE INDUSTRIAL COMMERCIAL DEVELOPMENT COMMITTEE
MINUTES FOR AUGUST 28th, 2019**

Motion by A. Spangler Sr. and seconded by C. Benton to approve the August 28th, 2019, Industrial/Commercial Development Committee meeting minutes, as presented. **Passed** with 6 ayes

PUBLIC COMMENT

Ms. Cindy Snyder is a Dover Borough Council Member and was present for this evenings meeting. All meeting members and attendees introduced themselves to Ms. Snyder and stated their involvement within the Industrial Commercial Development Committee. Ms. Snyder is collaboratively working on the Dover Township/Dover Borough Comprehensive Plan and stated that she will be attending the Industrial Commercial Development Committee meetings as Dover Borough representation.

ACTION ITEMS DISCUSSION:

Business Association

The next Dover Area Business Association meeting date is scheduled for November 14th, 2019.

Manager stated that the guest speakers for the next Dover Area Business Association meeting will be two representatives from the York County Economic Alliance. Ms. Kanetha Hansen will be present from YCEA to speak about the topics of financing and business programing and

Ms. Sully Pinos to speak about the topics of workforce development. YCEA has just implemented and program entitled Pathways to Prosperity.

C. Benton stated that Pathways to Prosperity is a YCEA program that is intended to help local entities including community members, schools and businesses to help with all forms of workforce development.

Manager Oswald stated that Johnny's Raceway will be the venue for the Dover Area Business Association's next meeting. It was noted that in order to hold the venue for the DABA meetings at Johnny's Raceway, the DABA will need to regulate how the DABA meetings will plan for the proposed breakfast at each DABA meeting. Johnny's Raceway made it known to Manager Oswald that in order to hold the venue for the DABA breakfast, a planned headcount for breakfast or a room fee must be established.

Discussions were held and it was collectively determined to include within DABA meeting invitations for the attendees to make it known whether or not they will be purchasing breakfast during the DABA meeting. This means will help to better notify the current venue in order to plan for the breakfast portion of the DABA meeting.

B. Caden stated that himself, J. McLucas and J. Fink met earlier today at a luncheon to discuss DABA applications for individuals interested in becoming a part of the DABA. Informational marketing flyers were drafted for promotion and outreach of the DABA. DABA committee members are still needed in the following DABA committees: Marketing, Financial and DABA President. B. Caden stated that he would be willing to take on the role of DABA President, should the DABA need to fill the position vacancy.

C. Snyder inquired within the ICDC as to the total current count of members of the DABA. B. Caden stated that there are approximately fifteen to twenty members currently.

C. Benton noted to revisit and refresh the proposed DABA meeting topics listing and survey amongst the ICDC members and then the DABA attendees to help generate an updated listing of potential DABA meeting discussion topics.

J. McLucas stated that himself and the current DABA association members have created a DABA Membership Application for distribution at the November DABA meeting. J. McLucas stated that a proper conduit for the DABA needs to be instituted in the form of a website and website address. J. McLucas offered various suggestions of domains and their associated names for the DABA.

D. Wagner offered the suggestion of looking into the website domain and website address "www.mydaba.com".

The ICDC collectively agreed to pursue the website domain and website address “www.mydaba.com”.

J. McLucas added that the proposed DABA website will include DABA information, membership information, membership application and etc.

OTHER BUSINESS

Joint Comprehensive Plan Update

All ICDC members were provided with a copy of the proposed draft of the Dover Implementable Comprehensive Plan between Dover Township and Dover Borough. The proposed draft of the Dover Implementable Comprehensive Plan was dated September 2019 and was co-designed by Dover Township and Dover Borough, facilitated by Herbert Rowland and Grubic, Inc.

Manager Oswald highlighted the most recent updates that the ICDC should remain current on regarding economic development concerning the Dover Implementable Comprehensive Plan and upcoming Implementable Comprehensive Plan meetings. November 6th, 2019, Dover Township will be hosting the next Joint Comprehensive Plan meeting with all involved committees. During the November 6th meeting, the proposed draft of the Joint Comprehensive Plan will be proposed to the Dover Township Planning Commission. After the Dover Township Planning Commission, the plan will then be forwarded onto the York County Planning Commission for approval. After the York County Planning Commission’s review of the Joint Comprehensive Plan, the proposed plan will then be forwarded onto the Dover Township Board of Supervisors and Dover Borough Council for final approval in early 2020.

Manager Oswald noted that herself and C. Snyder have been working together with regards to the Dover Implementable Comprehensive Plan. Manager Oswald stated that for the first time, the Dover Implementable Comprehensive Plan includes an educational component in which herself and C. Snyder have met with the Dover Area School District Superintendent on the educational component. Education has a strong impact on economic development for and with the Dover Township and Dover Borough community. It was noted that the Dover Area School District has a large amount of social issues within its schools and that the community of Dover has a large number of non-profits that may be able to aid the areas of need within the schools and community. The DABA and the workforce development programs may too prove beneficial to these facets, all units working towards the betterment of Dover. The new proposed Dover Implementable Comprehensive Plan encompasses the various connections and assets within the Dover community as leverage and to make a shift for the betterment of the community.

The portion of the proposed plan, regarding economic development, encourages the implementation of the Dover Area Business Association. The forethought is to review the

economic development components of the proposed plan to institute ideas from the proposed plan for implementation.

Manager Oswalt asked ICDC members to please continue to provide ideas on the aforementioned topic and that the committee would like to see.

Manager Oswalt reviewed the economic development component goals and objectives. These goals and objectives include what local businesses need and things that local businesses may be able to provide. The proposed goals include 1.) Growing a strong Business Association, 2.) Create a thriving workforce development program., 3.) Enhance Dover's Identity and Experience. By the advancement of a Dover Market Area that creates employment opportunities within the region, it is in hopes that this will allow the residents and community of Dover to live and work in the area. Annual review of commercial sites available for development was mentioned. Focus business retention and recruitment efforts by tracking lease expirations and available space, using the real estate site selection listings, and maintain strong relationships with brokers. Manager Oswalt noted that the ICDC and DABA can both work on these efforts for improvement and involvement collectively over time.

DABA may work towards creating a thriving workforce development program by coordinating with the York County Economic Alliance to determine how their Pathways to Prosperity workforce development program could enhance Dover's CTE program and initiatives. DABA may be expected to foster an environment that supports academic pursuits by supporting the recommendations set forth in education as well. Education components include coordinating with the Dover Area School District to offer a Career Fair and a potential adult education program.

ICDC will be encouraged to enhance Dover's identity and experiences. These plans will include the development of a business corridor plan, implement joint zoning or zoning that compliments each municipality to assist all of Dover. Building community support for revitalization efforts in Dover Township and Dover Borough is proposed as well.

It was noted that some features may be divided amongst the ICDC and the DABA; however, some efforts may constitute joint efforts and Dover Township and Dover Borough involvements. Dover would like to add a net of ten new businesses, increase the amount of goods and services produced within Dover, increase the average annual income for Dover residents by 10%, reduce the number of commuters within Dover by 10% and to create a workforce development program.

DEVELOPMENT UPDATES FROM THE DOVER TOWNSHIP ZONING OFFICER

Dover Township Zoning Officer; Mr. John McLucas, informed the Industrial/Commercial Development Committee on updates with local development within Dover Township.

J. McLucas informed the ICDC that there is a very large apartment complex of one hundred eighty 180 units being proposed north of the Dover Area School District.

J. McLucas stated that the first phase of development from Hilton Avenue and Bull Road is being proposed to begin in the near future and consists of thirty-seven (37) residential homes.

J. McLucas stated that proposed development is being planned near Pine View Drive within Dover Township.

J. Popovich added that Giant Food Stores has added a Beer Garden and Mack's is currently making building renovations.

ADDITIONAL COMMENTS FROM ICDC MEMBERS

C. Benton stated that the new Dover Area High School building project is moving along well. The new Dover Area High School building project is currently and completely out of ground except for the proposed Natatorium. Currently the Dover Area High School building project is one month ahead of schedule and is said to be all under roof by winter to continue construction through the winter months.

C. Benton stated that ten (10) Dover Area School District Students entered artwork in the YCASE Community Art Walk at Mark View Arts on West Philadelphia Street York, PA. The YCASE Community Art Walk will be held on October 24th thru October 26th, 2019.

The next Industrial/Commercial Development Committee is scheduled to be held November 27th, 2019.

The meeting was adjourned at 5:35 PM by Chairperson B. Caden.

Respectfully submitted by: _____

Tiffany Strine, Recording Township Secretary