

DOVER TOWNSHIP
BOARD OF SUPERVISORS
2020 Joint Comprehensive Plan
Meeting Minutes
July 13th, 2020

The Dover Township Board of Supervisors' 2020 Joint Comprehensive Plan Meeting for Monday, July 13th, 2020, was called to order at 7:00 PM by Chairperson Stephen Stefanowicz in the Dover Township Community Building, Community Room. Supervisors present were Michael Cashman, Stephen Parthree, Charles Richards and Robert Stone. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Township Engineer; Terry Myers, Township Zoning Officer, John McLucas, Township Solicitor, Charles Rausch and Township Secretary, Tiffany Strine. Mr. Timothy J. Staub, AICP from Herbert, Rowland & Grubic, Inc. was present to give a presentation this evening. The Dover Borough Council President Andrew Kroft, Dover Borough Council members Cynthia Snyder, Lori Koch, Jeff Raffensberger, Dover Borough Secretary/Treasurer Brenda Plowman and the Dover Borough Council Solicitor Herrold were present. There were no citizens present. This meeting is being recorded for the purpose of minutes only.

Presentation of the Dover Borough and the Dover Township 2020 Joint Comprehensive Plan by Mr. Timothy Staub, AICP with Herbert, Rowland & Grubic, Inc.

Manager Oswalt introduced Mr. Timothy Staub, AICP with Herbert, Rowland & Grubic, Inc.

Mr. Staub provided a brief overview of the Dover Borough and the Dover Township 2020 Joint Comprehensive Plan, the approach, and the execution. Mr. Staub stated that the implementable plan design being presented is the first of its kind within York County. The processes consisted of a Leadership Committee Meetings, public symposiums, and an interactive website. Themes and strategy development, initiatives and implementation were the focus. The leadership team comprised of thirteen members, served as an intergenerational and intercultural learning community. Awareness and outreach, problems and possibilities, and initiatives and implementation were discussed for the greater good of moving Dover forward.

Mr. Staub stated that eight focus areas were determined, and Vision statements were created. The eight areas consist of Education, Community Involvement and Communication, Economic Development, Community Preservation, Recreation, Infrastructure and Shared Resources. Education was addressed. The vision for education is to establish a regional educational collaborative that involves Dover Area School District, all local municipalities, and non-profits to be formed to aid in addressing social issues and improving the school district's ranking within the county. A meeting in September is scheduled with the non-profits for furthering discussion purposes.

Community Involvement and Communication was addressed. Fostering a resurgence of volunteers into the community organizations that enhance the quality of life for its residents is desired. Plans are to establish a Dover brand and implement a media campaign.

Economic Development was addressed. Mr. Staub noted that a diverse economy will allow a community to prosper. The advancement of a Dover market area that creates employment opportunities within the region which allows its residents to live and work in the area. Growing a strong business association, creating a thriving workforce development program and enhancing Dover's identity and experience. Thus far officers for the Business Association have been selected and are working on promoting membership.

Community Preservation was addressed. Mr. Staub stated that the vision is to maintain the integrity of the Designated Growth Area by focusing growth within it and work to enhance agricultural, open space, and historic resources within the region.

Recreation was addressed. Regional collaborations for the enhancement, quality and availability of recreational organizations, programs, and facilities for residents to enjoy are being pursued. The establishment of a Dover Region Sports Committee and assessment of feasibility for an indoor recreation facility are to be pursued. Additionally, grants for a regional parks and open space plan for the advancement of Eagle View Park have been supported by Dover Borough and the Dover Area School District.

Shared Resources were addressed. The vision for the sharing of resources is to embrace the concept that Dover is "Stronger Together" and the committees will meet regularly to discuss how they can better communicate, market, protect and improve the quality of life as a region. An essential component is to remove duplications and to form mutually beneficial partnerships. Emergency personnel within Dover Borough and Dover Township have met as a group to share policies and procedures to aid in cooperation.

Infrastructure was addressed. The development of a Capital Improvements Plan that effectively balances growth while maintaining a high quality of life through on-time investment in existing infrastructure. A committee has been formed and is looking at ways the communities can work together to collect infrastructure data and address regional mobility issues.

Housing was additionally addressed. Both the Dover Borough and the Dover Township Zoning Officer will be working together, and each will be collecting information on rental property owners in the region. The vision, to protect existing neighborhoods through effective property and maintenance codes and enforcement. Providing better transition areas between neighborhoods and properly balance housing demands with designs the enhance the community character. Implementing joint or complimentary zoning is also a goal, for which a grant has been applied for from DCED.

Mr. Staub stated that he feels that the proposed Dover Borough and Dover Township 2020 Joint Comprehensive Plan is exciting and a great motivator for everyone involved.

C. Richards stated that he greatly appreciates the proposed implementable plan and the theory behind this new concept.

R. Stone stated that he is very excited to be working with Dover Borough and added that he feels

so much synergy with Dover Borough. R. Stone stated that he visualizes both Dover Township and Dover Borough as strategic partners for the long-term success of Dover, but also on a tactical level, a partnership in moving forward.

Manager Oswalt stated that Dover Township has not received any comments from any public individual or entity after the final, proposed 2020 Dover Township and Dover Borough Joint Comprehensive Plan was released. Manager Oswalt stated that she feels as though the lack of comment at that point in time was due to the proposed plan addressing the needs and values of the Dover community.

Mr. Staub addressed the draft comments from the York County Planning Commission with regards to the Dover Borough and Dover Township Joint Comprehensive Plan. Mr. Staub clarified that he agrees with a lot of the comments made from the York County Planning Commission and indicated in his memo to the elected officials what items should be amended. None of the items constitute a major amendment.

C. Rauch inquired as to whom ranks what gets completed first within the proposed plan?

Mr. Staub stated that the decision as to what gets completed first within the proposed plan predicates upon the energy and momentum of the committees to complete the tasks.

C. Rausch inquired if a permanent committee must be established to fulfill the proposed plan elements?

Mr. Staub stated that currently within the plan, Dover Township Manager Laurel Oswalt and Dover Borough Council woman Cindy Snyder are in charge of spearheading the necessary individuals needed to moderate and accomplish the proposed plan tasks.

Chairman Stefanowicz suggested adding the topic of the 2020 Joint Comprehensive Plan to the regularly scheduled Board of Supervisors Meeting Agenda.

Dover Borough President Andrew Kroft stated that Dover Borough would like to meet bi-annually if possible and possibly in the month of September. Dover Borough President Andrew Kroft stated that the Dover Borough's budgeting process is held in October and with a prior meeting, on a bi-annual basis, Dover Borough could better budget for possible implementations from the proposed plan.

Public Comment Period

None to note.

Elected Officials Discussion Regarding Comments Received and How to Proceed with the Dover Borough and Dover Township Joint Comprehensive Plan.

Dover Borough Council President Andrew Kroft stated that himself, along with the present Dover Borough Council members present, chose To Table their decision until the Dover

Borough Council August 2020 meeting.

Motion by C. Snyder and seconded by J. Raffensberger **TO TABLE** the proposed 2020 Joint Comprehensive Plan until the Dover Borough Council August 2020 meeting due to the absences of three Dover Borough Council members, as presented. **Passed** with 4 ayes.

The full Dover Township Board of Supervisors thanked Mr. Staub for his work and efforts within the creation of the Dover Township 2020 Joint Comprehensive Planning.

Motion by R. Stone and seconded by S. Parthree to adopt Resolution No. 2020-18 the Dover Township Implementable Comprehensive Plan as presented with the edits presented in the Recommendation Section of Herbert, Rowland & Grubic, Inc.'s May 21, 2020 Memorandum in regards to a response to York County Planning Commission's Letter dated March 17th, 2020. **Passed** with 5 ayes.

Solicitor Rausch stated, for the record, that the edits made by Herbert, Rowland & Grubic, Inc. to the proposed 2020 Joint Comprehensive Plan are not so substantial that they require a holding of another hearing.

Mr. Staub thanked Solicitor Rausch for his statement.

C. Snyder inquired with Mr. Staub in regard to the outcome if Dover Borough chooses not to adopt the proposed plan?

Mr. Staub responded stating that Dover Borough would essentially be required to create their own plan to meet the Municipal Planning Code requirements. However, if there is an item or two that needs adjusted, he would be willing to aid in that process.

With no further business, the meeting was adjourned by Chairman Stefanowicz at 7:44F PM.

Respectfully submitted by: _____
Tiffany Strine, Recording Township Secretary