

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION MINUTES  
January 8<sup>th</sup>, 2024**

The Dover Township Board of Supervisors Work Session for Monday, January 8<sup>th</sup>, 2024, was called to order at 6:01 PM by Chairperson Stephen Stefanowicz in the Dover Township Board of Supervisors meeting room. Supervisors present were Chuck Richards, Stephen Parthree, Robert Stone, and Michael Cashman. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; John McLucas, Planning Director; Michael Fleming, Public Works Director; Terry Myers, Township Engineer; Cory McCoy, CS Davidson, Christian Miller, Solicitor, Chalet Harris, Parks and Recreation Director, Judd Wolfe, Facilities Superintendent, Anne Yost, YSM, and Brooke Scarce, Township Secretary. There were 3 members of the public present.

This meeting is being recorded for the purpose of minutes only.

**BROOKSIDE PARK MASTER PLAN**

A. Yost stated that Brookside Park is a 24-acre park that is used by the community, however it is in need of some updates. YSM has worked with Township staff to enhance the park. One of the main items discussed was the parking situation as you come into the park. According to the Township staff, the sand volleyball courts are not used as much so the master plan shows the volleyball courts being turned into four pickleball courts and incorporating a small pavilion to provide shade. The new car parking will include 32 paved spaces and 29 lawn parking spaces. Handicap parking spaces will also be accessible towards the hub of the park. There has also been discussion about adding access informally to the lower field which would allow for overflow parking. The walking trails would also be extended through the park access to the stream and baseball field. A new playground will be incorporated to accommodate all ages.

R. Stone questioned if there will definitely be access to the lower portion of the park.

A. Yost stated that they recognize the lower-level parking but have not looked into the process of adding another park entrance.

R. Stone questioned if vehicles would have access to get closer to the buildings to unload their vehicles when there are events happening.

A. Yost stated that the striped ADA loading space was detailed as double in width so vehicles would have access to the buildings when needed.

C. Richards questioned if the walking trail could be extended behind the Dance Hall Building down along the stream.

C. Harris stated that the area is currently wooded and is a steep hill.

A. Yost stated that with the stream access there is the opportunity to extend the walking path.

S. Stefanowicz questioned if the bridge would be able to handle emergency equipment.

C. Harris stated that there is a right of way off of Palomino Road so if any emergency equipment needed to get into the park, they would have to use that access area.

A. Yost stated that if there was an emergency at the baseball field, there is an existing parking area off site that could potentially be used. The offsite parking is not owned by the Township. The parking site is not adequate for ADA handicap parking because of the steep incline.

S. Stefanowicz questioned if the baseball field is going to be part of an athletic plan.

C. Harris stated that the youth baseball teams use the field and the YMCA.

A. Yost stated that in the future if the off-site parking becomes owned by the Township, there could be some sort of reconfiguration to accommodate the steep slope that is leading to the baseball field.

M. Cashman questioned if the Township has approached the YMCA about incorporating their land into the master plan.

J. McLucas stated that the YMCA did have a land development plan at one point that was never finalized.

M. Cashman stated that someone should reach out the YMCA to inform them about the master plan and enter into a long-term lease to incorporate handicap parking near the baseball field and allow for more access for walking trails.

A. Yost stated that they have talked to the YMCA during the comprehensive plan but have not talked to them since they started this initiative.

C. Harris stated that an Eagle Scout wanted to install a disc golf course near the YMCA and started to clean up some of the trees. He realized the project was more than what they were capable of doing so instead they did a park clean up.

C. Harris questioned how much of an expansion the YMCA was looking at doing.

J. McLucas stated that the expansion was not going into the woods, it was expanding towards the rear property line near the playground and added a larger parking lot.

J. McLucas stated that he can reach out to the YMCA to see if they are receptive to connecting the YMCA with Brookside and the current walking trails.

## **ZONING ORDINANCE UPDATE**

J. McLucas stated that during the Zoning Ordinance, one item that kept being discussed was free standing signs because they typically include little directional signs when going into a facility.

R. Stone stated that they should not be included in the total signage.

J. McLucas stated that with the updated ordinance, that is no longer included in the total signage but there is still a criterion that needs to be met. Another updated item in the ordinance regarding signage was the general calculation of square footage. In the past, the Zoning Hearing Board dealt with variance requests for signs that exceeded the total square foot written in the ordinance. Originally, the request was to base it off the building setback rather than an average total. The Planning Commission reviewed the ordinance and recommended 5% percentage of the front building wall. The criteria for the free standing sign out by the street will essentially stay the same.

R. Stone stated that the draft ordinance states that the total shall not exceed 240 square feet or 5% of the face of the building parallel to the road frontage.

J. McLucas stated that 240 square or 5%, whichever is greater.

S. Stefanowicz questioned how this will impact the businesses where their building is a mural rather than an actual sign.

J. McLucas stated that the murals are still considered a sign, but the total allotment is much bigger and there is more flexibility based on the building size. The way the current regulation reads, and the way the new regulation reads is you basically take the outside perimeter of the sign itself.

R. Stone stated the revised ordinance is more flexible and gives greater ability to businesses.

J. McLucas stated that if the Board does not like the revised ordinance and wants to change anything, he would like to know before the ordinance gets advertised.

M. Cashman stated that there are certain circumstances locally where a sign could be pointed out that would not fit the ordinance but is architecturally pleasing.

J. McLucas stated to implement language to allow signs that are not in compliance would require an architectural review board.

C. Miller stated that an architectural review board would need to be established.

J. McLucas stated that the general direction was to look at what businesses routinely had issues with and increase the flexibility and do it in a way that maintains a certain character for the community.

The consensus of the Board was to keep the revised draft sign ordinance as is. There were no changes to the ordinance from the Board.

J. McLucas had a question about the solar ordinance that the Board discussed at the previous meeting in regard to the fencing. There was discussion on not requiring any type of fence at all, however he was unsure if there was a consensus from the Board.

C. Richards stated that there should be some sort of barrier around the solar panels.

M. Cashman stated that the fence would be behind the 3-foot earthen berm.

J. McLucas stated that the concern is access to the high voltage line.

C. Miller stated that he has dealt with solar ordinances recently and he has never seen a solar ordinance that does not have a component to keep people out and a screening component. It is better to have something over regulated than under regulated. The property owner can apply for a variance and take the issue to the Zoning Hearing Board.

J. McLucas stated that Parts 2, 4, and 6 will be discussed at the next work session meeting on January 22, 2024, which includes the continued discussion about the fencing for the solar.

**With no further discussion on this matter, Chairperson Stephen Stefanowicz adjourned the Work Session at 6:58 PM to be followed by the regular Board of Supervisors meeting at 7:00 PM.**

Respectfully submitted by: Brooke M. Scarce

Brooke M. Scarce, Township Secretary