

Dover Borough/Dover Township

Joint Comprehensive Plan

Leadership Committee Meeting

August 29, 2019

The Leadership Committee for the Joint Comprehensive Plan met for the ninth time on August 29th at 6 PM in the Dover Township Municipal Building. Members in attendance were Eric Harlacher, Mike Hoffman, Mike Curley, Cindy Snyder, Laurel Oswalt, Linford Bledsoe, John McLucas and Nathan Stone.

Tim Staub, HRG planning consultant provided an update of the remaining schedule. The committee discussed the adoption process and the ability to present the plan to a joint planning commission and elected officials audience. The meeting will need to meet the Sunshine law and local advertisement requirements. Tim will coordinate with Laurel, Cindy, and Brenda to determine possible dates. It was noted a court stenographer will need to be provided at the elected officials hearing and the two municipalities will coordinate this effort. Tim indicated that he expects that the committee would participate in presenting significant portions of the themes and strategies while he will facilitate the plan process and fill in any gaps. Tim will provide a structure for committee members at the October meeting to follow but he urged members to contemplate which section they are passionate about presenting.

The public/County/municipal planning commission review will initiate upon receiving all comments/edits after the fall finale events and October steering committee meeting. The Plan will be available on the plan web site and hard copies will be available at each municipal office. Copies of the plan will be shared with adjoining municipal comments as required by the municipalities planning code at this time.

The fall finale format will follow a walkthrough format similar to the spring symposium events where attendees can review the plan at their own pace and review all of the plan or the portions they are most interested in. A survey will be provided to attendees to complete in regards to the plan along with implementation sign-up sheets for activities attendees are interested in participating. Tim suggested sending specific invitations to groups/individuals that the committee feels strongly could assist in the plan implementation.

Tim provided the draft plan and reviewed its components and indicated a digital version would be shared with them to provide comments. The following points were discussed amongst the committee:

1. The plan was co-designed by the two communities and HRG's role has been to facilitate the discussion. As you read through the plan, you should not see many new items other than HRG adding a little to certain sections based on plan requirements or professional planning advice.
2. The committee agreed to get Tim all of their edits back to him **by 5PM next Friday, September 6th** so he can incorporate these revisions into the Fall Finale boards for the following week. These edits should take the form of editorial or if they have a concern whether something should be incorporated into the plan or HRG missed something during the compilation of the plan.
3. Tim asked if the committee members have any other outstanding comments that they share them with him prior to their last meeting in October. At which time he will finalize the plan and officially share with the public.
4. Nathan Stone and Tim have some maps to finalize as part of the project, which are listed in the table of contents. They will share these graphics in the coming weeks.

5. The other section that is not included is the Collateral Appendices where we can include: municipalities planning code reference sections, meeting minutes and other supporting implementation documents. These items are discussion points for the committee to determine inclusion. Tim mentioned the meeting minutes are significant in that they not only provide a historical perspective to continue implementation on many of the regional group discussions but also possible background support for future grant applications.
6. A discussion as to who was going to implement the plan goals occurred so that they communities do not fall in implementation. After much discussion, Tim suggested that the committee indicated who should be involved in implementation of the goals and strategies and write them down a specific person or role (i.e. Cindy Snyder or Council person) as part of the plan review. Tim also noted that during the summer meetings we have invited numerous outside persons/organizations to target them to aid in implementation. Further, the leadership committee has been trained in group facilitation in the hopes that many of them would stay involved in leading or participating in these efforts.
7. As part of the implementation discussion, Eric wondered what timeframes could be attached to the implementation items. Tim shared that he prefers to consider an order of magnitude approach compared to a timeline. As timelines are just estimates. Order of magnitude of hours/time required to complete effort provides a better perspective of how much time the strategy will take to accomplish. Tim did request the committee to identify which efforts, in your mind, are ready to initiate implementation immediately so we can start discussions prior to plan adoption and also he can include in the plan.

The final exercise was a future land use plan breakout activity where Tim separated the groups into two groups to discuss what map changes they felt were necessary. Generally speaking, the process has not included a future land use discussion as the public comments have not lead them in that direction but this is a plan requirement that needs to be included. The groups discussed whether the growth management boundaries should be expanded. It was determined that they should remain the same. A few minor edits were considered in regards to switching some lands to commercial along Rt. 74 in the Township and north of the Borough associated with a recently submitted plan. Finally, the business park/industrial area was discussed as it relates to building more economic development within the region and how it relates to the future potential Exit 26 off of Interstate 83 project. It was determined that the boundaries should remain the same but the uses may need to be further refined to be more complimentary to each other.