

**Smithfield Township Planning Commission  
County of Monroe, Commonwealth of Pennsylvania  
Regular Meeting on August 10, 2023, at 7pm.  
Meeting Minutes**

**1. Call to Order:**

A Regular Business Meeting of the Smithfield Township Planning Commission was held on August 10, 2023, at the Smithfield Township Municipal Center at 1155 Red Fox Road, East Stroudsburg, PA 18301, and via Zoom. The meeting was called to order by Planning Commission Chair Scott Amori at 7:00PM.

**2. Members Present:**

A quorum was present. Planning Commission members present include Commissioners Scott Amori, Robert Moses, Mitch Bowyer, and David Strunk. Commissioners Michael Albert and Chris Bowers were absent. Commissioner Douglas Schryver joined the meeting via Zoom at 7:11pm but was unable to be seen or heard to vote on any items, and is left off all votes and of the quorum.

In addition to the above Commissioners, also in attendance were Township Engineer Jon Tresslar, PE, Township Supervisor Robert Lovenheim, and Township Budget & Finance Manager Lucas DeBartolo.

Also present from the public included the following individuals who shared their names: Norman Fish, Allesson Rode of RKR Hess.

**3. Pledge of Allegiance was recited.**

**4. Minutes for Review:**

Regular Meeting on June 8, 2023

Commissioner Chair S. Amori motioned to accept the minutes as written, seconded by Commissioner R. Moses. All votes in favor (4-0), minutes accepted. No public comments.

**5. Public Comments on the Agenda: None.**

**6. New Business and Plans to Act On:**

**a. Land Development Plan - Franklin Hill Manor – Tabled**

Continues to be tabled. Commissioner D. Strunk makes a motion to accept the extension of time requested by the developer through December 29, 2023, seconded by Commissioner M. Bowyer. All votes in favor (4-0), motion carries. No public comments.

b. Minor Subdivision Plan Lands of Brian K. Fish

Engineer Jon Tresslar has reviewed the plan. Alleson Rode from RKR Hess discusses Jon's review letter of the subdivision plan. There is an existing garage on Lot 1, that is not an allowed use. They are subdividing the property to sell the house, and the owner wants to keep Lot 1 for themselves. Currently it is used for storage. Proposed use for Lot 1.

Commissioners discuss easements for access to the property, shared well concerns, and wetland area with Alleson Rode.

Commissioner Chair Amori asks how many properties use Fish Lane, Engineer Jon Tresslar comments 3 properties.

Commissioner Chair S. Amori comments that garage cannot be its own lot, Alleson states the need for a possible Zoning Variance for this.

Norman Fish speaks regarding the property and discusses its facilities. He discusses the shared well having two pumps – each home would have its own pump, and separate electrical feeds. He discusses the living abilities currently present at the described "garage", as having separate utilities and a living area, where someone can and has stayed. Alleson comments that based on Norman Fish's responses, the "garage" is a residence already.

Alleson discusses delays with the US Fish and Wildlife service regarding the PNDI. Engineer Tresslar comments that there are well-known delays with them.

Alleson further discussions list of items – steep slopes, land planning module items, distances between buildings, powerline easement.

Norman Fish discusses the Met Ed Easement for the powerline and how it could be bought back and may be defunct. Engineer Tresslar comments that it just needs to be shown on the map.

Alleson discusses that the wetlands, tree lines, steep slopes, etc. are all being added to the map as well. The water quality test has been completed.

Engineer Tresslar to discuss certification on Engineering and Zoning conformities with Alleson.

Alleson discusses that the applicant intends to pay the \$500 fee in lieu of open space, as allowed.

Alleson comments that she felt it was wrong to ask about who is living on the property as this could be discriminatory. Commissioner Chair S. Amori comments it is not, as this

is meant to ask about 55+ communities and other uses. Engineer Tresslar comments they can put "not applicable" if needed.

Commissioner D. Strunk discusses maintenance agreements on roads and how these may be helpful.

Commissioner S. Amori asks if any changes they are seeking will change the plan, Alleson comments that nothing will change the overall plan.

Commissioner Chair S. Amori states he would not recommend approval unless there is an existing well on the property. Commissioners discuss that the owner get approval to proceed with a shared well from the Smithfield Township Zoning Hearing Board. Norman Fish discusses reasons that it would be a hardship to require two wells to be drilled on this site.

Alleson requests a waiver for setting pins around the easements. Tresslar comments on the requests about not putting pins on the easements – to put them in for the well only but put them flush with the ground to avoid mowing and other issues.

Alleson discusses that they withdraw their concern regarding not placing pins for the water line, withdraw their request for a waiver, and will put pins flush into the ground as Engineer Tresslar recommends.

Commissioner D. Strunk motions to recommend approval to the Board of Supervisors with the conditions that they obtain the Land Planning Module from Fish & Wildlife, agreements are put in place for easements for the well and driveway, the PNDI is completed, and the variance is approved from the Smithfield Zoning Hearing Board regarding having a combined well. Motion seconded by M. Bowyer. All votes in favor (4-0), motion carries. No public comments.

#### 7. Old and Unfinished Business:

- a. Discuss & Consider: That the Planning Commission ask the Supervisors to request the Planning Commission to develop, recommend for approval and then implement a specific onboarding plan for new Planning Commission Volunteers.
- b. Discuss & Consider: A motion of the Planning Commission for a periodic report of activities of the Zoning Officer and Building Inspector or permits applied for, granted (or refused), Zoning Violations Cited and any Legal status of those Zoning Violations.
- c. Review of Action on the following prior recommendations.

No action taken on any old or unfinished business. Carried over from prior meetings.

#### 8. General Public Comments:

Lucas DeBartolo briefly discusses "accessory dwelling units" with Commissioners at end of meeting.

9. Adjournment:

There being no other business before the Commission, Commissioner Chair S. Amori motions to adjourn, seconded by Commissioner M. Bowyer. All in favor (4-0), motion carries. The meeting was adjourned at 7:55pm.

---

Minutes recorded by Lucas DeBartolo.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Lucas DeBartolo', is written over a horizontal line.

Lucas DeBartolo  
Recording Secretary  
Smithfield Township Planning Commission