

SMITHFIELD TOWNSHIP PLANNING COMMISSION  
COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA  
REORGANIZATION AND REGULAR MEETING ON JANUARY 11, 2024 AT 7 P.M.  
MEETING MINUTES

**1./2. Call to Order and Members Present**

The meeting was called to order at 7:00 p.m. by Commissioner Scott Amori. Along with Commissioner Amori, Commissioners N. Carney, B. Moses, J. Munet, D. Schryver, and D. Strunk are physically present in the meeting room at the Smithfield Township Municipal Center, located at 1155 Red Fox Rd, East Stroudsburg, PA 18301. The meeting was also streamed via Zoom. Commissioner Chris Bowers was not present.

In addition to the above Commissioners, other Township officials who attended the meeting were Supervisors Jacob Pride and Robert Lovenheim, Township Solicitor Ronold J. Karasek, Esquire, Township Engineer Jon S. Tresslar, PE and PLS, Administrative Coordinator Dyana Salvi, Conservation & Recreation Director Alex Jackson, and Township Manager Julia Heilakka.

Present also were Doug Olmstead, Jean Turn, Brett Cartwright, Patricia Owens, Tighe Meckes, Martha Carbone, Lynn Lesoine, and Steve Hettel.

**3. The Pledge of Allegiance to the Flag: is recited.**

**4. Minutes of Regular Meeting of December 14, 2024:** Commissioner Amori motions to table the minutes, Commissioner Moses seconds. Vote: all in favor; minutes tabled.

**5. Reorganization:**

Chairman: Commissioner Schryver nominates Scott Amori to serve as Chair, Commissioner Moses seconds. No public comment. Vote: all in favor; motion carries.

Vice-Chairman: Commissioner Schryver nominates Bob Moses to serve as Vice Chair, Commissioner Amori seconds. No public comment. Vote: all in favor; motion carries.

Secretary: Commissioner Amori nominates Dave Strunk to serve as Secretary, Commissioner Moses seconds. No public comment. Vote: all in favor; motion carries.

Recording Secretary: Commissioner Amori nominates Dyana Salvi to serve as Recording Secretary, Commissioners Moses seconds. No public comment. Vote: all in favor; motion carries.

Meetings: Commissioner Amori motions to hold regular meetings on the 2<sup>nd</sup> Thursday of the month at 7PM, and work sessions on the 4<sup>th</sup> Thursday at 7PM as needed, Commissioner Schryver seconds. No public comment. Vote: all in favor; motion carries.

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

**b) Smithfield Gateway Land Development Plan – Phase 1A-2**

The presented plan proposes the development on Parcel 16.8.2.1 with a Wawa gas station/convenience store on the corner of Music Center Drive and SR 209 (Seven Bridge Rd)

and an undesignated restaurant directly to the north. Langan Engineering issued eleven waiver requests per a letter dated February 24, 2023, the MCPC issued review letter #46-23 on April 4, 2023, Engineer Tresslar's Review Letter No. 1 was issued on April 11, 2023, and the Board of Supervisors approved the plan on April 26, 2023. The Board of Supervisors approved splitting the plan into two parts – one for the Wawa, and one for the undesignated restaurant – on December 13, 2023. The Commission determines they do not need to act on this item.

**a) Subdivision Plan – Franklin Hill Manor.**

The Franklin Hill Manor Subdivision submitted a revised plan for Parcel 16.7F.1.11. The old plan proposed the subdivision of four lots with private access onto Albert Ln. The new plan proposed three lots with access onto Franklin Hill Rd, removes disturbance to wetland buffers, removes access from Albert Ln, and use stormwater infiltration berms on each lot.

Tighe Meckes has spoken with the owner across the street (Parcel 16.7.2.23-1), who seems willing to work on an easement for a stormwater discharge point. The applicant will need to submit a major amendment to the active NPDES permit, but the volume and rate of runoff will be at or below current measurements.

The Commission agrees that they would like to receive Planning Commission agenda packets digitally, ahead of regular meetings.

Jon Tresslar discusses the engineering review letter dated January 9, 2024 and that waiver requests are similar to ones the Commission has recommended granting in the past. The ordinance suggests improvements to Franklin Hill Rd, though improving a small section may look odd. The current plan provides the required 50ft ROW and swales, but does not propose 3ft of additional pavement on each side of the road. After discussion, Engineer Tresslar suggests 3ft of additional shoulder space filled with modified stone. The Commission discusses that the ROW will allow for sidewalks to be built in the future and the desire to prevent additional light pollution.

Commissioner Amori expresses concern regarding stormwater. The controls are designed to manage the 1% flood rate (aka a 100-year flood), and overall runoff from the property will be reduced. Steve Hettel expresses concern that developing the properties will cause more runoff. Jon Tresslar replies the NPDES permit on the property requires retention.

Lynn Lesoine states a pipe was illegally placed under Albert Ln 43 years ago and is concerned additional development will flood his property worse. Steve Hettel expresses concern for stormwater management on the properties; water has been flowing down Albert Ln continuously since Thanksgiving and fears the infiltration basins will not reduce runoff. Engineer Tresslar states berms will allow the water to infiltrate over time and slow down runoff. Steve Hettel requests clarification on comment #30, and Jon Tresslar replies grading occurs after construction to prevent the new homes from having water flood their basements.

Brett Cartwright lives near Patricia Owens, directly downstream from a pond on Lynn Lesoine's property, and expresses concerns regarding stormwater. Commissioner Amori replies the proposed runoff after development is less than it is right now.

Tighe Meckes discusses a restrictive covenant where the stormwater berm is permanent and tied to the deed. The covenant permits the Township access to the property to

inspect the stormwater controls, which would be fixed at the owner's expense. The Planning Commission will consider waiver requests for comments 10, 11, 20, 21, and 37 and the easement access at the next meeting. Lynn Lesoine believes this plan has improved but is still concerned about water runoff because of a rock ledge.

Commissioner Amori states the application is an improvement, but the applicant should return in February with comments addressed so the Commission can consider the easement and waiver requests. Tighe Meckes will contact MCCD. Commissioner Amori motions to table this item until the February 8<sup>th</sup> meeting, Commissioner Schryver seconds. No public comment. Vote: all in favor; motion carries.

#### **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, grated (or refused), Zoning Violations Cited and any Legal status of those Zoning Violations.**

**c) Review of Action on prior recommendations.**

These items were carried over from prior meetings. Commissioner Amori motions to remove items 7a, b, and c, from future agendas, Commissioner Moses seconds. No public comment. Vote: all in favor; motion carries.

#### **9. Public Comment**

Jacob Pride states the Township hired Dyana Salvi to help address item 7b.

Commissioner Strunk requests the status of the noise ordinance and lighting enforcement in the Township. The Board of Supervisors will discuss lighting concerns with the Zoning Officer.


#### **Adjournment:**

There being no other business before the Commission, Commissioner Amori motions to adjourn, Commissioner Moses seconds. Vote: all in favor; meeting adjourned at 8:03 p.m.

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Minutes Recorded by: Julia Heilakka

Respectfully submitted,

  
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Julia Heilakka  
Township Secretary  
Smithfield Township