

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS AND  
SMITHFIELD TOWNSHIP PLANNING COMMISSION JOINT WORK SESSION  
MARCH 20, 2024

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A Joint Work Session of the Smithfield Township Board of Supervisors (“Board”) and Planning Commission (“Commission”) was held on March 20, 2024, at the Smithfield Township Municipal Center, at 1155 Red Fox Rd, East Stroudsburg, PA 18301, and via Zoom

Present are Supervisors Jacob Pride, Robert Lovenheim, and Michael Albert; Commissioners Robert Moses, David Strunk, James Munet, and Chris Bowers; and Township Manager Julia Heilakka. Commissioners Amori, Carney, and Schryver are not present.

Also present is Kristine Karol.

1. Chair Jacob Pride calls the meeting to order at 4:00 PM. A quorum is present.
2. New Business – Discuss Definitions for Zoning Ordinance. Jacob Pride suggests starting a Zoning Ordinance overview by discussing the definitions. Michael Albert confirms the next step is to consider where each use is permitted. Robert Lovenheim discusses if this task should be outsourced.

The Board and Commission discuss the definition of firearm and a recent court decision in Stroud Township. The definition of firearms will be shortened to “shall include an gun (including semi-automatic, automatic, or bump stock), shotgun, rifle, handgun, pistol, or gun.”

The Board and Commission decide to strike definitions related to lighting, to be addressed in a separate lighting ordinance.

The Board and Commission discuss the definition of a short-term rental and the Zoning Officer’s request to add the timeframe of 30 days or less.

The Board and Commission discuss the definition of structure, what qualifies as a structure, and how that applies to fences and walls. Kristine Karol asks if a woodshed is a structure. James Munet states the realtor definition includes the structure being permanently affixed to the earth. The group determines more discussion is required on this item.

The Board and Commission discuss and ultimately table addressing definitions related to signs until the Township begins work on a sign ordinance update.

The Board and Commission discuss the definition of “transient.” There is a difference between transient business, transient retail business, and a transient person; this merits more discussion. The group also discusses yard sales and considers a free yard sale day. Kristine Karol states Delaware does this.

The Board and Commission discuss different types of short stay uses, consider how to clarify the definitions of each, and discuss the difference between a hotel and motel. Further discussion and research is required. David Strunk suggests the group needs to review how the uses are managed in the ordinance. Michael Albert discusses what zones each use is permitted in, and states while there is a definition for a commercial camp or club, it is not referenced anywhere in the code; this definition will be deleted.

Michael Albert requests a chart for the different types of transient rental establishments (inns, hotels, resorts, motels, etc.) so the differences can be easily compared. The Board and Commission want a schedule of district regulations available for reference.

Michael Albert states the different retail definitions (farm market, flea market, etc.) need to be addressed, and references to the commercial zone (which was replaced with the Economic Development Zone) must be corrected in the ordinance.

Kristine Karol asks if definitions for lodging will be tightened or loosened and how this affects individuals renting their homes. Michael Albert states the goal is clarity; the Township wants to avoid another 302.2 hearing. Michael Albert states the group will also need to address different types of medical/rehabilitation uses.

The Board and Commission discuss zoning districts, where uses are allowed, and how to avoid pitfalls associated with Section 302 of the MCPC.

3. Consider: Schedule next Meeting. After discussion, the next Joint Session will occur on Wednesday, April 17<sup>th</sup> at 5PM. Next session, the Board and Commission will consider currently discussed definitions and start discussing different lodging and retail definitions.
4. Public Comment: none.
5. Jacob Pride motions to adjourn, James Munet seconds: meeting adjourned at 5:20PM.

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Minutes recorded by Julia Heilakka

Respectfully submitted:



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Julia Heilakka  
Township Secretary