

SMITHFIELD TOWNSHIP PLANNING COMMISSION
COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA
REGULAR MEETING ON APRIL 11, 2024, AT 7:00PM
MEETING MINUTES

1. Call to Order

The meeting was called to order at 7:01 p.m. by Chair Scott Amori. Along with Commissioner Amori, Commissioners Chris Bowers, Robert Moses, James Munet, Douglas Schryver, and David Strunk are physically present in the meeting room at the Smithfield Township Municipal Center, located at 1155 Red Fox Rd, East Stroudsburg, PA 18301. Commissioner Carney is absent. The meeting was also streamed via Zoom.

2. Members Present

In addition to the above Commissioners, the other Township officials who attended the meeting were Supervisor Robert Lovenheim, Solicitor Ronold J. Karasek, Township Engineer Jon S. Tresslar, Administrative Coordinator Dyana Salvi, and Conservation and Recreation Director Alex Jackson.

Also present are Kristine Karol and Martha Carbone.

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

4. Minutes of Regular Meeting of March 14, 2024: Commissioner Amori motions to approve the minutes, Commissioner Bower seconds. Vote: all in favor; minutes accepted.

Minutes of Joint Session Meeting of March 20, 2024, Commissioner Moses motions to approve the minutes, Commissioner Schryver seconds. Vote: all in favor; minutes accepted.

5. New Business and Plans to Act Upon:

a. Land Development Plan- Franklin Hill Manor

The Franklin Hill Manor Subdivision proposed subdividing parcel 16.7F.1.11. Tighes Meckes states Jon Tresslar's letter was received on March 27, 2024; minor adjustments were required and made. Waivers and approvals are needed from outside agencies. There was submission of the amendment for NPDES permit to the Monroe County Conservation District. The easement will be required from the Shukaitis property; they are in contact and working with their engineer.

The current extension is valid through June 28, 2024. Jon Tresslar states the project can move to the Board while final minor adjustments are taking place. The executor of the estate for Shukaitis contacted Jon Tresslar with discussion of a discharged pipe.

Jon Tresslar suggests changing and labeling the grading plan "Landscaping and Grading." Tighes Meckes states this could be done and discusses stormwater management.

Commissioner Amori motions to grant the requested waivers in the revised request of March 28, 2024, for all the waiver requests except for waiver request No.2, Commissioner Schryver seconds. Vote: all in favor; motion carries.

The Commissioners review Township Engineer comment (letter dated 2/14/2024), and No.7 Keystone Consulting Engineers, March 28, 2024, response. Ronold Karasek reviews the requirements needed to move forward. There is compliance with all conditions set forth by the Township Engineer Review Letter of March 27, 2024. Robert Lovenheim asks for all conditions set forth by the Township to be met. The applicant's representative Tighes Meckes signs a form stating an agreement for conditional final and preliminary plan approval based upon the recommended waivers.

Commissioner Amori motions to recommend the approval of the Franklin Hill Manor preliminary/final minor subdivision land development plan with the subject of the following conditions of the Planning Commission. The approval will be subject to satisfy any conditions of review letter No.7 March 27, 2024, of T&M Associates. The approval will be conditioned upon obtaining the stormwater easement across Franklin Hill Road to the Shukaitis Estate parcel. The approval will be subject to the condition of approval by the various outside agencies that have yet to provide feedback. Commissioner Schryver seconds. Vote: all in favor; motion carries.

b. Discuss: Draft Lighting/ Nuisance Ordinance

Alex Jackson states the proposal is a new chapter separate from the SALDO and Zoning Ordinance. Commissioner Schryver questions the enforcement of the new chapter. Robert Lovenheim states there will be enforcement and possible deputizing of staff.

Alex Jackson states that there is inclusion of Zone 0, as well as incorporating tables for light and glare standards, and a user guide for navigation through the ordinance. Alex Jackson discusses the terms and standards of the lighting standalone ordinance.

Kristine Karol questions the enforcement of the ordinance. Commissioner Schryver reiterates his view of lack of enforcement within the Township. The Commissioners discuss lack of enforcement in the Township. Robert Lovenheim discusses the new complaint-based system and recent hiring of personnel to proceed with enforcement. Commissioner Strunk suggests sending out violations to non-compliant businesses. Kristine Karol questions the deputizing process, and states that it is not a long-term solution. Alex Jackson states that this ordinance would primarily be utilized for new developments, and the new specific guidelines would allow for easier deputizing.

Brett Cartwright references Pocono Beer, Wine & Cigars, and states the LED lighting is a safety hazard to drivers. PennDOT was contacted and referenced this as a Township issue. Commissioner Amori suggests moving the lighting ordinance forward, while looking into enforcement along the way. Brett Cartwright suggests a public list accessible to the public of complaints. Commissioner Munet suggests keeping a list on the website.

Alex Jackson states the next step is to request technical assistance of putting together a zoning overlay map by the Monroe County Planning Commissions GIS specialist, through a meeting with Commissioner Amori.

Commissioner Amori motions to request technical assistance from the Monroe County Planning Commission, the Commissioners second. Vote: all in favor; motion carries.

c. Overall Sketch Plan- Ministerio Christiano Impacto De Vide

Joseph Hudak of Kiley Associates LLC states this sketch plan is located on RT 209 Milford Road adjacent to Twin Lake Estates. The applicant plans to join four parcels into one. The land includes two wetlands and various slopes with limited development area. The intent is to be used as a week/weekend religious retreat, with charter buses bringing New York residents to the center. The retreat would include four dormitories, a dining hall, conference room, and meeting rooms.

Joseph Hudak clarifies the ability to develop on wetland buffers; Jon Tresslar states there can be a disturbance of up to 20% of the outer buffer. The Commissioners discuss including sidewalks, although not required for this plan. Jon Tresslar states there are multiple steep slopes on the property, and he asks that they calculate the disturbance. This project would be a conditional use.

6. Old and Unfinished Business: None

7. Public Comments:

- a. Kristine Karol clarifies a time frame for businesses to shut off lighting. The Commissioners clarify that this depends on the hours of the business.
- b. Martha Carbone asks for considerations of sidewalks.

8. Adjournment:

There being no other business before the Commission, Commissioner Amori motions to adjourn, Commissioner Strunk seconds. Vote: all in favor; meeting adjourned at 8:43 p.m.

Minutes Recorded by: Dyana Salvi

Respectfully submitted,



Julia Heilakka
Township Secretary
Smithfield Township