

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS AND  
SMITHFIELD TOWNSHIP PLANNING COMMISSION JOINT WORK SESSION  
APRIL 17, 2024

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A Joint Work Session of the Smithfield Township Board of Supervisors (“Board”) and Planning Commission (“Commission”) was held on April 17, 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 James Munet, Douglas Schryver, Dr. Nicole Carney; Administrative Coordinator Dyana Salvi, Conservation and Recreation Director Alex Jackson, and Township Manager Julia Heilakka. Commissioners Amori, Strunk, Moses and Bowers are not present.

Also present are Fran Schryver and Eric White.

1. Chair Jacob Pride calls the meeting to order at 5:05 PM. A quorum is present.
2. Pledge of Allegiance.
3. New Business:
  - a. Discuss: Open Zoning Definitions- (Not Discussed)
  - b. Discuss: Lodging Definitions

Jacob Pride suggests discussing Lodging and Retail Use Definitions. Michael Albert discusses creating a smaller working group that reports to the main Board regarding working draft changes.

The Board and Commission discuss the definition of Adventure Lodging; whether it could be considered a resort, campground, or a separate entity. It is in the ED zone, with acreage requirements. Michael Albert questions the term dwelling. Julia Heilakka states a short-term rental is a dwelling, where the owner rents out the dwelling for less than 30 days. Michael Albert discusses the classifying of definitions, and what should be allowed in a residential zone. Eric White references his Inn plan which was rejected due to acreage requirements. The Board discusses definitions of Resorts, Hotels, and Inns; and contemplate striking Inn.

The Board and Commissioners compare the terms motel and hotel, noting differences by having a lobby and access of rooms. Jacob Pride suggests having motels as conditional use while a hotel is permitted.

Fran Schryver questions motels turning into apartment complexes. Michael Albert clarifies the definition of an apartment complex. Commissioner Schryver questions the use change of parcel 16.7.1.39. Julia Heilakka confirms that the specific motel referred previously went before the Zoning Hearing Board.

The Board and Commission discuss the definitions of a bed and breakfast and a short-term rental, removing acreage requirements, retirement housing communities and senior housing, and the terms and definitions of a daycare.

Robert Lovenheim asks to discuss the term wetland. Alex Jackson states the current wetlands definition states they can be used as a part of sewage treatment systems or for recreational use of golf course development. The Board and Commission discuss the definition of a wetland and preferred language. The wetland buffer is up to 40% developable; Alex Jackson states he will draft a wetland ordinance for at the next Planning Commission meeting.

The Board and Commissioners discuss requirements within an ED zone. Alex Jackson suggests an accessory dwelling unit to build a second building upon an existing parcel, which is currently non-conforming. Julia Heilakka states planned land residential developments currently have a minimum of 250 acres.

Fran Schryver inquires about hiring an urban planner, the Board states there have been multiple planners over time.

c. Discuss: Retail Use Definitions- See 3.b.

4. Public Comment: None.

5. Commissioner Munet motions to adjourn, Commissioner Carney seconds: meeting adjourned at 6:39PM.

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Minutes recorded by Dyana Salvi

Respectfully submitted:

  
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Julia Heilakka  
Township Secretary

*A quorum was  
not present.*