



YOUR GOALS. OUR MISSION.

November 7, 2024

Smithfield Township Planning Commission
1155 Red Fox Road
East Stroudsburg, PA 18301

**SUBJECT: JOSEPH WIDMER PRELIMINARY/FINAL LAND DEVELOPMENT
PLAN REVIEW NO. 2
SMITHFIELD TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
PROJECT NO. SMTW-R0017**

Dear Planning Commission Members:

Pursuant to the Township's request, we have performed our second review of the submitted Preliminary/Final Land Development Plan Application. The submitted information consists of the following items.

- Letter of Transmittal prepared by RKR Hess dated October 24, 2024.
- Response letter prepared by RKR Hess dated October 23, 2024.
- Waiver Requests for the Land Development for Joseph Widmer prepared by RKR Hess dated August 30, 2024, revised October 23, 2024.
- Monroe County Planning Commission review comments dated September 23, 2024.
- Copy of electronic submission to Marshalls Creek Fire Company dated October 15, 2024.
- PA DCNR PNDI Receipt dated October 10, 2024.
- Owner's Policy of Title Insurance.
- Property owner notifications.
- Monroe County Conservation District Letter of Adequacy dated October 2, 2024.
- Smithfield Sewer Authority comments prepared by Gilmore & Associates, Inc. dated September 3, 2024.
- Stormwater Report prepared by RKR Hess dated August 30, 2024, revised October 23, 2024.
- 2023 Aerial GIS Map with Topo
- Photometric Calculation Report prepared by Penn Lighting Associates dated October 23, 2024.
- Preliminary/Final Land Development Plan for Joseph Widmer (10 sheets) prepared by RKR Hess, dated August 30, 2024, revised October 23, 2024.

BACKGROUND INFORMATION

The Applicant, Joseph Widmer is proposing a land development at their property located on the northwestern corner of Milford Road/Business Route 0209 (S.R. 2012) and Joel Street.

The existing property has an area of 0.53 acres and is located within the ED, Economic Development Zoning District. The property consists of an existing gravel parking area with a gated entrance taking access from



Milford Road/Business Route 0209 (S.R. 2012).

The project will support the Applicant's existing contractor business, and proposes the construction of a 1,008 square foot building housing a car parking space and truck work space with associated parking, storm sewer and stormwater management, and landscaping. The proposed building will be served by an on-lot well and public sanitary sewer.

In a decision dated July 18, 2024, the Smithfield Township Zoning Hearing Board granted the following variances:

1. From Section 403.1.B.(4) to allow proposed off-street parking in front of the property.
2. From Section 403.1.L to allow parking areas to be closer than 15-feet to the side and rear property lines.
3. From Section 403.1.M to allow the parking lot be constructed in front of the proposed building within the parking setback lines as shown on the Variance Plan.
4. From Section 502.7.C to reduce the width of the required buffer yard along Milford Road/Business Route 0209 (S.R. 2012) to 13-feet.

The Site Plan (Sheet C.S.01) lists the proposed use as "business or professional offices and/or services; contractors business". The Schedule of District Regulations lists contractor's business and business or professional offices and/or services as Principal Permitted Uses in the ED, Economic Development Zoning District.

Based upon our review of the above information, we offer the following comments and/or recommendations for consideration.

ZONING ORDINANCE COMMENTS

1. In accordance with Section 309 and the Schedule of District Regulations, the required minimum lot area is 30,000 square feet. *The property is an existing non-conforming lot having an area of 22,962 square feet. The proposed development does not affect the lot area. (Previous Comment 1 from Review No. 1) No action is required.*
2. In accordance with Section 309 and the Schedule of District Regulations, the required rear yard depth is 30-feet. *The proposed building is located only 22-feet from the rear property line and is within the required rear yard. (Previous Comment 2 from Review No. 1)*

The Zoning Hearing Board Decision dated July 18, 2024 notes that a previous property owner "was granted a variance to construct a 1,008 square foot building that encroached upon the building setback lines" in 1991. A note on the plan indicates that on January 26, 2024 the Township Zoning Officer confirmed that the proposed building may be located within the required yard.

3. Previous Comments 3 and 4 from Review No. 1 satisfied.
4. In accordance with Section 404.3.G.(6), access points along Business Route 209 "may be restricted to right turn-in, right turn-out if determined to be in the best interest of traffic operations". *The use of the proposed driveway along Milford Road/Business Route 0209 (S.R. 2012) shall be discussed with the*



Township. (Previous Comment 4 from Review No. 1) The response letter indicates a PennDOT Highway Occupancy Permit (HOP) exists for the access and that this will be discussed with the Township. A copy of the HOP Permit shall be provided to the Township.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS

5. In accordance with Sections 602.1.F, 603.A.1.A.(12), 702.1.E, and 703.1.D, all submissions to, correspondence with, and approvals/permits from the following agencies shall be provided. *(Previous Comment 5 from Review No. 1)*
 - a. Smithfield Township Sewer Authority *Comments received from the Smithfield Sewer Authority under cover letter prepared by Gilmore & Associates, Inc. and dated September 3, 2024.*
 - b. Fire Company *Per emailed correspondence dated October 24, 2024, the Marshalls Creek Fire Company has no concerns.*
 - c. Monroe County Planning Commission *Comments received from the Monroe County Planning Commission dated September 23, 2024.*
6. Previous Comments 7 through 9 from Review No. 1 satisfied.
7. In accordance with Section 603.1.C.(2)(j), the Site Context Map shall include the “names of owners of all properties and the names of all subdivisions”. *Property owners within 1,000 feet of the project site shall be provided as required. (Previous Comment 10 from Review No. 1) A waiver from Section 603.C.(2)(j) is requested to not provide the names of property owners within 1,000-feet of the project site.*
8. Previous Comments 11 through 17 from Review No. 1 satisfied.
9. In accordance with Section 1014.1.A, “curbs shall be installed along each side of every arterial, collector and local street, access driveway, and parking lots in a land development where pedestrian traffic will be traveling adjacent to the street, access driveway, or parking lot”. *(Previous Comment 18 from Review No. 1) Curb is required along the proposed driveway and parking area. A waiver from Section 1014 is requested.*
10. In accordance with Section 1015.1, “sidewalks shall be required on both sides of all streets in major subdivision plans and land developments. Street sidewalks shall have a minimum width of four feet, unless otherwise approved by the Board of Supervisors. There shall be a minimum three foot-wide planting strip, between the curb and sidewalk along local streets and 10 feet along collector or arterial streets. This grass planting strip can be used for the location of the underground utilities.” *(Previous Comment 19 from Review No. 1) Sidewalk shall be provided along Milford Road/Business Route 0209 (S.R. 2012) as required. A waiver from Section 1015 is requested.*
11. Previous Comments 20 and 21 from Review No. 1 satisfied.
12. In accordance with Section 1024.4, “street trees shall be provided at the rate of not less than two trees for every 10 parking spaces, which shall be in addition to any other requirements for buffering or landscaping”. *(New Comment) Two (2) trees are required for the proposed six (6) parking spaces. A waiver from Section 1024.4 is requested.*



13. In accordance with Section 1024.6, “parking lots shall be separated from buildings by a minimum distance of 10 feet or more”. *(Previous Comment 22 from Review No. 1) The proposed parking lot is immediately adjacent to the proposed building. A waiver from Section 1024.6 is requested. Parking is provided parallel to the building and no vehicle overhang along pedestrian accesses is anticipated. Therefore, we have no objection to this request.*
14. In accordance with Section 1024.15, “every off-street parking area shall include sufficient cuing space to accommodate entering and exiting vehicles without overflowing onto adjacent streets or service roadways however, a minimum queuing space for six vehicles is required”. *(Previous Comment 23 from Review No. 1) A waiver from Section 1024.15 is requested. We do not believe traffic volumes requiring the queuing of six (6) vehicles is expected. Therefore, we have no objection to this request.*
15. In accordance with Sections 1101.1.C.(1)(c) and 1101.1.C.(2)(d), street trees are required along existing streets and shall be located no closer than one foot outside the ultimate street right-of-way and no farther than 10 feet from the ultimate right-of-way. In addition, a recommended list of street trees is provided in Section 1101.1.C.(3)(a). *The Landscape Requirements chart on Sheet C.L.01 indicates that no additional plantings are proposed along Milford Road/Business Route 0209 (S.R. 2012) and that the buffer plantings will be utilized to meet this requirement. (From Previous Comment 24 from Review No. 1)*

Eight (8) street trees are required. Two (2) street trees that are listed in Section 1101.1.C.(3)(a) are proposed. Seven (7) evergreen trees are also proposed. Six (6) additional street trees are required to meet Section 1101.1.C.(2)(c). A waiver from Section 1101.1.C is requested.

This request shall be revised to be specific to Section 1101.1.C.(2)(c) for the number of street trees.

16. In accordance with Section 1101.1.C.(3)(a), street trees shall have a minimum caliper of 3-inches. *The Landscape Requirements chart proposes 2.5-inch caliper street trees and shall be revised for compliance with this Section. (Previous Comment 25 from Review No. 1) The response letter indicates a waiver is requested. We believe the two (2) Red Maples can be counted toward the street tree requirement and shall have a minimum caliper of 3-inches. The Landscape Requirements chart shall be revised for compliance with this Section. Upon revision, a waiver will not be required.*
17. In accordance with Section 1101.1.E.(2), “when a nonresidential parking area is located within 100 feet of a public street or is adjacent to a residential use, the perimeter of the parking area that is adjacent to the public street and residential lot shall be softened by a continuous low hedge around the outside perimeter. Required buffer shrubs may not be used to meet this requirement.” *The required low hedge shall be provided as required. (Previous Comment 26 from Review No. 1) A waiver from Section 1101.1.E.(2) is now requested to not require the low hedge buffer.*
18. Previous Comment 27 from Review No. 1 satisfied.
19. In accordance with Section 1202.A, “in conformance with the Pennsylvania Municipalities Planning Code, this Section requires the public dedication of land suitable for park land, noncommercial recreational uses, preserved open space, and the construction of recreational facilities. Upon agreement of the Board of Supervisors, any of the following alternatives may be approved by the Board of Supervisors in lieu of public dedication of land, as specified in this Section:

1. Payment of recreation fees.



2. Construction of recreation facilities.
3. Dedication of recreation land or preserved open space to the Township or its designee.
4. A combination of these alternatives.”

Open space and recreation facilities and/or a fee in-lieu-of shall be provided. (Previous Comment 28 from Review No. 1) The response letter indicates a fee in-lieu-of will be discussed with the Township and addressed prior to final plan approval.

20. Previous Comment 29 from Review No. 1 satisfied.
21. In accordance with Section 1301.7.F, “the maximum slope of the earthen detention basin embankments should be four horizontal to one vertical. An embankment stability analysis shall be supplied for basins with a proposed slope which exceeds four horizontal to one vertical.” *The required embankment stability analysis shall be submitted for review as required and for consideration of the requested waiver. (From Previous Comment 30 from Review No. 1) A waiver from Section 1301.7.F is requested. The stability analysis was provided and found acceptable, therefore we have no objection to this request.*
22. In accordance with Section 1301.7.G, “the minimum top width of the detention basin embankment shall be 10 feet. An embankment stability analysis shall be supplied for basins with a proposed embankment slope which is less than 10 feet.” *The proposed berm is 6-feet wide. The required embankment stability analysis shall be submitted for review as required and for consideration of the requested waiver. (From Previous Comment 31 from Review No. 1) A waiver from Section 1301.7.G is requested. The stability analysis was provided and found acceptable, therefore we have no objection to this request.*
23. In accordance with Section 1301.7.Q.(2), “the minimum diameter of all storm drainage pipe shall be 18 inches or an equivalent thereto. Where headroom is restricted, equivalent pipe arches may be used in lieu of circular pipe”. *(Previous Comment 32 from Review No. 1) The diameter of the proposed storm sewer is 15-inches. A waiver from Section 1301.7.Q.(2) is requested.*
24. In accordance with Section 1302.4.A, “no excavation or fill shall be made with a face or surface slope steeper than three horizontal to one vertical unless a retaining wall or other soil retention method, constructed in accordance with approved standards, is provided to support the face or surface slope of said excavation or fill”. *Two to one (2:1) slopes are proposed. S75 geotextile is proposed along these slopes. Calculations in support of the slope stability shall be submitted for review as required and for consideration of the requested waiver. (From Previous Comment 33 from Review No. 1) A waiver from Section 1302.4.A is requested. The stability analysis was provided and found acceptable, therefore we have no objection to this request.*
25. In accordance with Section 1302.4.D, “all the outermost limits of all cuts and fills shall be a minimum of 10 feet from adjacent property lines. Where retaining walls greater than four feet in height are proposed the face of such retaining wall shall be a minimum of 10 feet from all property lines. Retaining walls greater than six feet shall be designed as a tiered wall with a minimum width of four feet between walls.” *(Previous Comment 34 from Review No. 1) The proposed grading is within 10-feet of the northeasterly property line shared with Parcel No. 16.7C.1.74. A waiver from Section 1302.4.D is requested.*



26. In accordance with Section 1405.1, the applicant/developer shall submit the information required by this Section for review to ensure that the proposed method of sewage collection, treatment and disposal is feasible and is consistent with the Smithfield Township Sewage Facilities Plan prepared under the terms of Act 537 of the Commonwealth of Pennsylvania. The preliminary plan must indicate that each proposed lot, dwelling or building will be serviced by an appropriate sewage system, thereby avoiding the necessity of major revisions of the plan at the final plan stage. *Correspondence was provided indicating the Township Sewer Authority and its Engineer find the connection suitable. All approvals, reservation of capacity, etc. shall be obtained prior to plan recordation. (Previous Comment 35 from Review No. 1) The response indicates the comments received by the Smithfield Sewer Authority under cover letter prepared by Gilmore & Associates, Inc. and dated September 3, 2024 were addressed and the approval will be provided upon receipt.*
27. In accordance with Section 1503.3, “no final plan shall be signed by the Board of Supervisors for recording with the Recorder of Deeds unless:
- A. A financial security in accordance with § 22-1503 is accepted by the Board of Supervisors and the Board of Supervisors has received confirmation that the public utility or municipal authority has been provided with financial security, if applicable; and/or,
 - B. The improvements required by this Chapter have been installed, in accordance with § 22-1504.”

A construction cost estimate shall be submitted for review to determine the required financial security. (Previous Comment 36 from Review No. 1) The response letter indicates a construction cost estimate will be provided for review.

STORMWATER MANAGEMENT ORDINANCE COMMENTS

28. In accordance with Sections 221.11 and 228.2, roof drains and sump pumps shall discharge to infiltration or vegetative BMPs wherever feasible. Roof drains shall not be connected to streets, sanitary or storm sewers or roadside ditches in order to promote overland flow and infiltration/percolation of stormwater where advantageous to do so. Considering potential pollutant loading, roof drain runoff in most cases will not require pretreatment. *(Previous Comment 37 from Review No. 1) A waiver from Section 221.11 is requested. The roof drains discharge to the proposed storm sewer which directs stormwater to the proposed infiltration basin. We have no objection to this request.*
29. Previous Comments 38 through 41 from Review No. 1 satisfied.
30. In accordance with Section 233.2.B.(20), the plan shall include “overland drainage patterns and swales with time of concentration paths”. *The drainage area labels shown on the Pre-Development and Post-Development Drainage Area plans are not consistent with the subcatchment area labels in the HydroCAD calculations. The labels shall be revised for consistency. In addition, a plan showing the inlet drainage areas shall be provided. (Previous Comment 42 from Review No. 1). The impervious area (3,436 s.f.) utilized in the Rational C calculation for Inlet 1 is low when compared to the impervious area shown on the plan.*
31. Previous Comments 43 and 44 from Review No. 1 satisfied.



MISCELLANEOUS COMMENTS

- 32. Previous Comment 45 from Review No. 1 satisfied.
- 33. An existing offsite area of gravel is proposed to be removed from Parcel No. 16.7.1.48 and replanted with topsoil and meadow. Written permission from the adjoining property shall be provided to the Township to permit the proposed work. *(Previous Comment 46 from Review No. 1) The response letter indicates that written permission will be provided upon receipt.*
- 34. Previous Comments 47 through 51 from Review No. 1 satisfied.

PLAN REVISION COMMENTS

- 35. The sump elevation shall be provided for MH 4 (with snout) in the Catch Basin to Endwall Stormwater Profile on Sheet C.G.01. *(New Comment)*

The above comments represent a thorough and comprehensive review of the information submitted, with the intent of giving the Township the best direction possible. However, due to the number and nature of the comments in this review, the receipt of new information may generate new comments.

We recommend the above comments be addressed to the satisfaction of Smithfield Township, prior to approval of the Preliminary/Final Land Development Plan.

In order to facilitate an efficient re-review of revised plans, the Design Engineer shall provide a letter, addressing item by item, their action in response to each of our comments.

If you should have any questions regarding the above comments, please call me.

Sincerely,

Jon S. Tresslar, P.E., P.L.S.
Township Engineer

JST/meh

- cc: Julia Heilakka, Manager – Smithfield Township
- Ronold J. Karasek, Esquire – Smithfield Township Solicitor
- Ken Wolf – Smithfield Township Zoning Officer
- Nick DeFrank, P.E., RKR Hess – Applicant’s Engineer
- Joseph Widmer – Applicant/Property Owner
- Melissa E. Hutchison, P.E. – T&M Associates