

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS AND  
SMITHFIELD TOWNSHIP PLANNING COMMISSION JOINT SPECIAL MEETING-  
NOVEMBER 14, 2024, AT 7:00PM

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A Joint Work Session of the Smithfield Township Board of Supervisors (“Board”) and Planning Commission (“Commission”) was held on November 14, 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 Scott Amori, Chris Bowers, Robert Moses, David Strunk, James Munet, Douglas Schryver, and Nicole Carney, Administrative Coordinator Dyana Salvi, and Conservation & Recreation Director Alex Jackson.

Also present is Brett Cartwright.

1. Chair Jacob Pride calls the meeting to order at 7:00PM. Quorums are present.
2. Pledge of Allegiance.
3. Old Business
  - a. Discuss: Draft Signage Ordinance.

Alex Jackson discusses Jon Tresslar’s engineering reviews and recommendations. Michael Albert asks for clarification regarding number 7-externally lit signs. Jon Tresslar clarifies they recommend externally lit signs for commercial use, and within 400 feet of residential property. The Board and Commissioners discuss referring to the lighting ordinance and using footcandles to measure light spillover.

Alex Jackson discusses review numbers 4,5, and 6; and the recommendation that signs under 20 square feet can always be illuminated. The Board and Commission discuss regulations for portable signs. Commissioner Schryver clarifies this is a model ordinance based off several municipalities. Alex Jackson reads the criteria for street pole banners. Commissioner Schryver asks for regulations regarding home occupation signs and existing non-conforming use signs. Alex Jackson states the discussed sign regulations for the residential districts also apply to ED, M1, and RE districts.

The Board and Commission discuss implementing a signage chapter and referencing SALDO and zoning. Commissioner Schryver asks for uniform signs and references signage in Freeport, Maine. Jacob Pride suggests allowing waiver requests.

Alex Jackson reads comments from the solicitor; Commissioner Amori discusses methods of enforcement. Michael Albert clarifies the definition for unsafe/unlawful signs. Ronold Karasek describes the criteria for an abandoned sign. Robert Lovenheim discusses the definition of unlawful signs, online advertisements, and regulating content.

b. Discuss: Next Steps for Draft Ordinance.

The next Joint Special Meeting is scheduled for December 12, 2024, at 6:00PM.

4. Public Comment:


a. Brett Cartwright asks for the procedure to file complaints.

5. Jacob Pride motions to adjourn, Commissioner Amori seconds: meeting adjourned at 8:08PM.

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Minutes recorded by Dyana Salvi

Respectfully submitted:

  
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Julia Heilakka  
Township Secretary