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MONROE COUNTY PLANNING COMMISSION

June 17, 2026

Jacob Pride, Chairman
Smithfield Township Board of Supervisors
1155 Red Fox Road
East Stroudsburg, PA 18301

Re: Demand Based Parking
Zoning Ordinance Amendments
Smithfield Township
MCPC Review #94-26

Dear Mr. Pride:

The above cited amendments were reviewed by Eric Koopman, Lead Senior Planner, on behalf of the Monroe County Planning Commission. You will find the comments enclosed.

All comments are preliminary and will be acted upon by the Planning Commission at its regular meeting on July 14, 2026 at 5:00 p.m. at the Monroe County Planning Commission office. This action is in keeping with the Planning Commission's review policy and allows the municipalities and other interested parties to respond to the review comments before the Planning Commission's public meeting.

If these comments are not amended and are found to be acceptable by the Board at the next meeting, they should be considered to be approved as enclosed.

If you have any questions, or if we can be of further service to you, please feel free to contact me.

Sincerely yours,

Christine Meinhart-Fritz
Director

CMF/ek
Cc: Julia Heilakka, Township Manager

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MONROE COUNTY PLANNING COMMISSION

TO: Christine Meinhart-Fritz, Director

FROM: Eric Koopman, Lead Senior Planner

DATE: June 17, 2026

SUBJECT: Demand Based Parking
Zoning Ordinance Amendment
Smithfield Township
MCPC Review #94-26

The Township of Smithfield is proposing amendments to its zoning ordinance concerning demand based parking. Specifically, the amendments would allow non-residential land uses to reduce the number of required parking spaces if a parking demand study is performed. Such studies are to be prepared by qualified engineers and shall include methodology, assumptions, and data sources. If said study demonstrates that required parking as per the zoning ordinance is excessive, the Board of Supervisors may approve a reduction in the number of spaces.

The above mentioned zoning ordinance amendments have been reviewed on the basis of generally accepted planning principles and the provisions set forth by the Pennsylvania Municipalities Planning Code (PMPC), as amended. The following comments are offered:

1. The proposed zoning ordinance amendments are generally consistent with the PMPC, Act 247 of 1968, as amended, in terms of following required procedures.

2. The Township should consider having requiring 'reserve parking areas' for the difference in the number of required and reduced spaces until such a time that it becomes clear the reduction is acceptable to meet parking demand. Doing so would reduce the potential for spill-over parking and parking shortages.

3. The parking study may utilize the ITE Parking Generation Manual for standard reference. It is recommended that Township consider basing all parking requirements on the latest ITE Parking Generation Manual, rather than having a separate parking schedule. As the manual is periodically updated, doing so would keep the Township requirements current without ordinance amendments.

4. It is recommended that any granted parking reduction not reduce the number of handicapped parking stalls, despite the findings of any parking study.

5. The Township is encouraged to discuss placing a maximum percentage of parking spaces that may be reduced.

6. The amendments appear to state that the Board of Supervisors will have ultimate discretion to reduce required parking. Any study recommending a potential reduction should be carefully considered before granting approval.

7. Allowing for parking reduction after the appropriate studies were performed will allow for a decrease in impervious surfaces, reduce sheet-flow, and allow for improved groundwater recharge. This is to be encouraged.

8. If any revisions are made to the proposed zoning ordinance amendments, they must be resubmitted to the MCPC for review prior to adoption. This requirement was affirmed by the Pennsylvania Commonwealth Court in Hanover Healthcare Plus, Inc. v. Zoning Hearing Board of Penn Township 875 A.2d 1255 (Pa. Cmwlth 2005). It is recommended that the Township discuss this with their solicitor.

9. The Staff has reviewed the proposed zoning ordinance amendments and recommends that they be adopted subject to the above noted comments being satisfactorily addressed.

In an attempt to maintain a library of municipal ordinances, we request that any adopted ordinance amendments (Zoning, Zoning Map and SALDO) be sent to the MCPC within 30 days of enactment as specified in the PMPC.

This review is subject to the approval of the Monroe County Planning Commission at its next regularly scheduled meeting.