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MONROE COUNTY PLANNING COMMISSION

October 27th, 2026

Julia Heilakka, Township Manager
Smithfield Township
1155 Red Fox Road
East Stroudsburg, PA 18301

Re: Westfield Commons
Land Development Plan
Smithfield Township
MCPC Review #168-26

Dear Ms. Heilakka:

The above cited plan was reviewed by Kevin Glovas, Community Planner, and Samantha Jesovitch, P.E., of Linder Engineering, on behalf of the Monroe County Planning Commission. You will find their comments enclosed. Should you have any special concerns regarding these comments, please contact us immediately.

All comments are preliminary and will be acted upon by the Planning Commission at its regular meeting on November 10th, 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/kg
CC: Nathan Oiler, P.E.

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MONROE COUNTY PLANNING COMMISSION

TO: Christine Meinhart-Fritz, Director

FROM: Kevin Glovas, Community Planner

DATE: October 27th, 2026

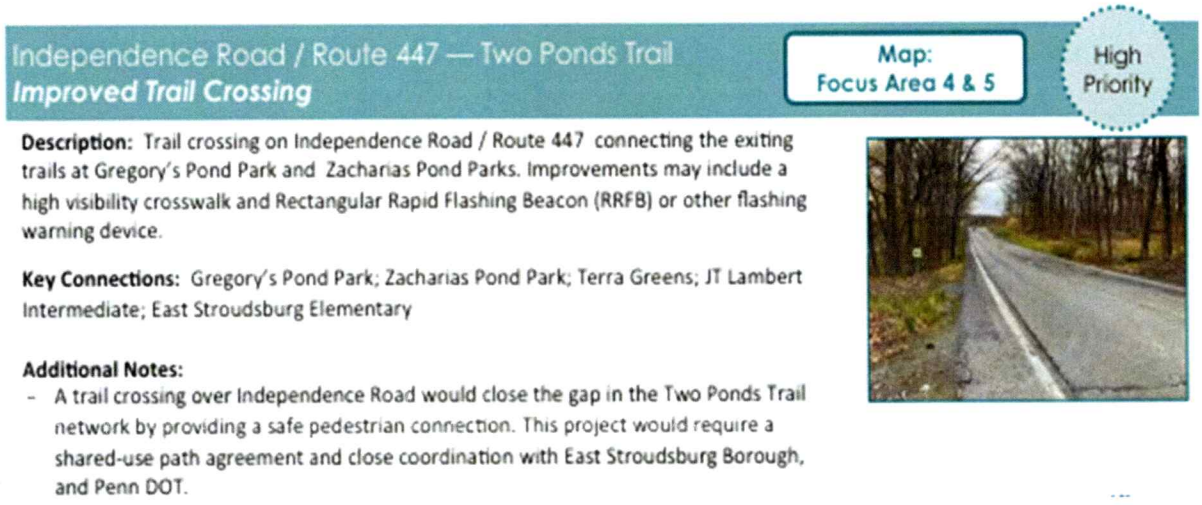
SUBJECT: Westfield Commons
Land Development Plan
Smithfield Township
MCPC Review #168-26

This 9.62-acre site is located directly southeast of the intersection of Independence Road (S.R. 447) and Franklin Hill Road. The plan proposes to develop a residential apartment complex, consisting of two (2) 4-story structures (of 25,000 and 20,000 square-feet, respectively), 160 residential units, parking, landscaping, stormwater controls, and other associated site improvements. The realignment of Franklin Hill Rd with the existing traffic signal on S.R. 447 is also proposed. Access to the site will be provided by a new non-signalized access drive off Franklin Hill Road. The site will be served by central water supply and sewer systems, provided by Broadhead Creek Regional Authority and Smithfield Sewer Authority, respectively. The site is located in the Economic Development (ED) Zoning District, where the project is considered a Permitted Use.

The above-mentioned land development plan has been reviewed on the basis of generally accepted planning principles and environmental concerns. The following comments are offered:

1. The plan does not include any proposal for land dedicated to open space, recreation, and/or fees in-lieu of as required by SALDO §22-1202. The plan also does not include a final common open space ownership and management plan as required by SALDO §22-703. It should be noted any recreation/open space and/or fees in-lieu of proposal shall be reviewed by the Township Planning Commission and Park and Recreation Committee, and the Board of Supervisors may require changes to this proposal. The Township should coordinate with the applicant to determine the dedication recreation and/or open space areas on the site and/or fees in-lieu of.

2. According to the Eastern Monroe Active Transportation Plan (November 2020), the site is located along Focus Area 4 & 5 where an improved trail connection from Zacharias Pond Park to Gregory's Pond Park is identified as a high priority potential connection. The site contains an existing trail, and it is recommended that the Township coordinate with the applicant to explore/consider incorporating possible trail connections into the proposed development and improvements recommended by the Eastern Monroe Active Transportation Plan (November 2020).



Independence Road / Route 447 — Two Ponds Trail
Improved Trail Crossing

Map: Focus Area 4 & 5

High Priority

Description: Trail crossing on Independence Road / Route 447 connecting the exiting trails at Gregory's Pond Park and Zacharias Pond Parks. Improvements may include a high visibility crosswalk and Rectangular Rapid Flashing Beacon (RRFB) or other flashing warning device.

Key Connections: Gregory's Pond Park; Zacharias Pond Park; Terra Greens; JT Lambert Intermediate; East Stroudsburg Elementary

Additional Notes:
- A trail crossing over Independence Road would close the gap in the Two Ponds Trail network by providing a safe pedestrian connection. This project would require a shared-use path agreement and close coordination with East Stroudsburg Borough, and Penn DOT.

Pg.63 Eastern Monroe Active Transportation Plan (November 2020)

3. With respect to the previous comment, it is also recommended that the applicant consider installing sidewalks along the realigned portion of Franklin Hill Road and improved crosswalk signage at its intersection with S.R. 447.

4. The plan does not include a community impact analysis as required by SALDO §22-603.1A.15. The types of information required include, but are not limited to, the anticipated number of residents and public school children, anticipated traffic generation, and anticipated loads on public utilities and emergency services. It is recommended that this information be included.

5. In relation to the previous comment, the plan does not provide details regarding the proposed dwelling units. The applicant should identify the anticipated unit types which may include the number of bedrooms and bathrooms per unit (e.g., two-bedroom, one-bath units), and whether laundry facilities will be provided within each dwelling unit or through shared/common laundry facilities. While not required by the Ordinance, this should be included to clarify the nature and scope of what is proposed.

6. The plan delineates an area reserved for future amenities but does not identify the intended use of this area (building or outdoor use) or an anticipated timeframe for construction. The applicant should clarify the use of proposed amenity area and whether construction of this area will occur as part of the proposed development phase or during a subsequent phase.

7. The design of the proposed buildings are unknown. It is recommended that the proposed development create a fine visual impact consistent with the character of nearby developments.

8. The plan does not include accommodations for public transit. It is unclear if such considerations were explored. It is recommended that the applicant contact the Monroe County Transit Authority to see if there is a way to accommodate public transit within the development.

9. According to the Trip Generation Report published by the Institute of Transportation Engineers, 11th Edition (2021), for Multifamily Housing (Mid-Rise) (ITE #221, Page #274) the proposed project is expected to generate approximately 726 trip ends per weekday. This data should be carefully considered and if warranted, appropriate measures to mitigate traffic impacts should be incorporated into the project.

10. No correspondence from the sewage service provider (Smithfield Sewer Authority) or water service provider (Brodhead Creek Regional Authority) was included with the submitted materials. It should be noted that §22-703.1D of the Ordinance requires submission to both agencies. The Township should ensure that adequate capacity is available and the proper agreements are made with the providers.

11. A lighting plan was not included within the submitted plan as required by §22-603 of SALDO; therefore, potential lighting impacts are unknown. It is recommended that the Township confirm that any proposed lighting complies with applicable provisions §32 of the Ordinance, all other applicable ordinance requirements, and minimizes adverse effects on adjacent properties.

12. The capacity of the proposed refuse storage area for the site is unknown. The Township should confirm that the proposed dumpster configuration can accommodate the anticipated refuse generated by the 160 proposed dwelling units.

13. A proposed minor subdivision plan for this site was previously reviewed by our office, MCPC Review #111-26. This submission was subsequently approved by the Smithfield Township Planning Commission (July 9, 2026) and Board of Supervisors (July 22, 2026); however, the plan has not yet been recorded with the Monroe County Recorder of Deeds. It should be noted that the plan contains the proposed lot configuration from this previous submission. The Township should ensure that the previously reviewed subdivision plan is properly recorded prior to final approval of the subject plan.

14. The applicant is requesting a waiver from Stormwater §26-223 (water quality and stream bank erosion requirements) to allow the construction of a driveway, parking areas, stormwater controls, and associated grading within an inner and outer wetland buffer to realign Franklin Hill Road and provide access to the site. The Township should review all proposed stormwater improvements and controls within this area and ensure they are adequate.

15. The applicant is requesting a waiver from SALDO §22-601 and §22-602 (preliminary and final plan submission) to allow for a combined preliminary and final plan submission. The Township should determine whether the plan meets all applicable preliminary and final plan informational requirements.

16. The applicant is requesting a waiver from SALDO §22-1101 (landscape plan required). The waiver request section included on Sheet C.C.0.2 states that landscaping is offset by existing woodlands. The Township should carefully consider this request and determine whether the existing and/or proposed landscaping is adequate and mitigates any adverse visual impacts.

17. The applicant is requesting a waiver from SALDO §22-1002.C1 (disturbance of woodlands over 1 acre). The Township should consider this requirement and ensure that the disturbance of existing woodlands is minimized to the greatest extent practicable.

18. The applicant is requesting a waiver from SALDO §22-1002.E (disturbance of steep slopes) to allow for additional disturbance of steep slopes. It is recommended that extra care be taken in the disturbance of these areas. The Township should review all proposed grading and ensure that the proposed development minimizes any adverse impacts.

19. The applicant is requesting a waiver from SALDO §22-1012.11 (minimum public street entrances). It should be noted that the plan only proposes one point of ingress and egress for vehicles on the site. The Township should review the proposed entrance design and determine whether it can adequately and safely provide access to the proposed development for both regular traffic and emergency service vehicles.

20. The applicant is requesting a waiver from SALDO §22-1015.5 (sidewalk and walkway setbacks) and §22.1024.16 (pedestrian crosswalks and refuge islands). It is recommended that the Township review these requests thoroughly to ensure the overall development provided effective, efficient, and safe pedestrian circulation throughout the site.

21. The plan proposes a single point of access to the proposed development. The plan includes a SALDO waiver from this requirement (SALDO §1012.11); however, it should be noted that §27-310.3 of Zoning prohibits a single point of access to developments exceeding 150 dwelling units unless the Board of Supervisors determines that the provided access point is sufficient and consistent with public safety. The Township should determine whether the proposed access point satisfies this requirement.

22. Signage details were not provided. It is recommended that any signage for the site create a fine visual impact and satisfy all applicable Township signage regulations (§27-504 of the Ordinance).

23. The plan delineates the finished floor elevation (FFE) of the proposed buildings but does not state the total finished height of the proposed buildings. It should be noted that the maximum permitted height for high density residential developments is 50 feet (§27-310 of the Ordinance).

24. Sheet C.TM.01 contains a fire-truck turning plan. It is recommended that the Township request confirmation that the vehicle depicted accurately represents the apparatus used by the responding fire company.

25. The plan includes an emergency vehicle turning plan; however, a separate refuse truck turning plan was not provided. It is recommended that this information be shown on the plan and reviewed by the Township to ensure safe and efficient traffic movement through the site..

26. The plan proposes intersection improvements and the realignment of Franklin Hill Road at its intersection with Independence Road (S.R. 447) and the status of the Highway Occupancy Permit (HOP) is unknown. The Township should ensure that the necessary permit is acquired prior to construction.

27. The plan does not include an accompanying resource assessment report as required by SALDO §22-603-1E. The Township should determine whether the materials and information provided meet this requirement.

28. The plan proposes the construction of a road and stormwater facilities on Smithfield Township property. It is recommended that a construction access/easement agreement be established between the applicant and Smithfield Township prior to construction.

29. The site contains multiple drainage easements as well as sewer (Smithfield Sewer Authority) and overhead line easements [Metropolitan Edison Company (Met Ed)]. The Township should ensure that acknowledgement of the proposed development is obtained from all involved parties and that all easements are maintained.

30. An erosion and sedimentation control (ESC) plan, post-construction stormwater management (PCSM) plan, and stormwater report were included with the plan submission. The Township should review all proposed controls and the outfall designs to ensure that they are adequate and comply with §26 (Stormwater Management) and all other applicable requirements.

31. There is a large portion of the stormwater network that drains to the west, into/onto 10' wide drainage easements located in neighboring residential properties. The Township should review this to ensure the existing drainage easement can accommodate the anticipated flows resulting from the project. impacts to water quality and/or adjacent sites will result from the proposed development.

32. The included PNDI Report states that the proposed project is not likely to adversely affect (NLAA) northern long-eared bat species (endangered). The report also states that the development may affect tricolored bat species (proposed endangered). The Township should ensure that the applicant provides the information requested by the USFWS and coordinates accordingly with the PA Ecological Services Field Office as stated in the report.

33. The plan does not contain a Monroe County Planning Commission signature block. This should be included on the plan with respect to §22-603.1A.13 (preliminary plan requirements) and §22-901 (recording procedures) of the Ordinance.

34. The plan proposes earth disturbance of more than one acre, which will require a National Pollutant Discharge Elimination (NPDES) Permit under PA Code Title 25 §92a. The Township should ensure that the necessary permit is acquired.

35. It is recommended that the Township review the proposed fire-protection methods for this in collaboration with local fire response professionals.

36. It is recommended that the applicant/developer prepare a snow removal plan to maintain efficient, orderly, and safe traffic flow within the parking lot area during the winter season.

37. The plan proposes parking located in the front yard of the proposed building(s). It should be noted that the plan includes a variance from Zoning §27-308.3C (parking location) granted (May 10, 2023) by the Zoning Hearing Board (ZHB) with a condition that the applicant must demonstrate that emergency vehicles can access the rear of the proposed buildings.

38. It should be noted that the plan includes a variance from Zoning §27-308.3D (allow minimum first floor height) granted (May 10, 2023) by the ZHB. The plan proposes a first-floor height of less than 15 feet, for Building 1, but does not identify/label either structure on the plan. It is recommended that the applicant label the building for identification and assignment of buildings and their associated variances.

39. The plan proposes varying dimensions for parking stalls on the site. It should be noted that the plan includes a variance from Zoning §27-403.1A.1 (parking dimensions) granted (May 10, 2023) by the ZHB.

40. The plan proposes providing 1.5 parking spaces per residential dwelling unit as opposed to the two parking spaces per unit required by the Ordinance. It should be noted that the plan includes a variance from Zoning §27-404.3I (*Schedule II)* granted (May 10, 2023) by the ZHB.

41. The proposed project is generally consistent with the Smithfield Township Comprehensive Plan Update (2001) with regard to continuing to provide for multifamily dwellings as lower-cost housing options.

42. The proposed project is generally consistent with the Monroe County Comprehensive Plan, December 2014, with respect to providing housing options for County citizens.

43. The proposed project does not affect any areas of importance identified in the Monroe County Natural Areas Inventory, 1991 and the Updated Inventory, 1999.

44. The proposed project does not affect any of the historic areas identified in the Monroe County Historic Preservation Plan, 1980.

45. The recommendation made by Samantha Josovitch, P.E., of Linder Engineering in his/her review dated October 19th, 2026 is concurred with.

It is recommended that approval of this plan be conditioned upon the above listed comments being satisfactorily addressed, the plan achieving compliance with applicable Township ordinances, and the Township Engineer's review.

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