

Pembroke Planning and Zoning Commission

Minutes of the July 9, 2015 Meeting

The Pembroke Planning and Zoning Commission met on July 9, 2015 in the council room at City Hall. The following members were present: Charlotte Bacon, Wayne Porter, Linda Boyette, Johnny Tuten, and Dain Reams, interim secretary. After determining that a quorum was present to conduct business, the meeting was called to order.

Call to Order: Charlotte Bacon, chairperson, called the meeting to order.

Approval of the Agenda: The agenda was approved with no changes.

Approval of the Minutes of the May 7, 2015 Meeting: Wayne Porter made a motion to accept the minutes as read. Linda Boyett seconded the motion and all approved.

Old Business: None

New Business:

- I. Appointment: Wayne Porter made the motion to appoint Dain Reams as Planning and Zoning Commission Secretary. Linda Boyette seconded the motion, which was subsequently approved unanimously.
- II. Discussion on increasing fees to adjust them for inflation as they had not been updated since 2003. After discussion of current prices for other cities both locally and of similar size (locally or not), this was tabled until more research was available.
- III. Discussion of changing the current size of the front landing/porch on manufactured housing. Linda Boyette put forth that a larger porch would make a manufactured home more attractive. Johnny Tuten questioned if it would require a second set of plans. After discussion of Section 3-19(2)(j)(iii) and (iv) which states that any new manufactured home must have plans and specifications of the mobile homes, it was determined that a second set of plans was unnecessary. After further discussion, it was decided that an appropriate size for a porch would be 80 square feet. Wayne Porter made a motion to accept this, with Johnny Tuten seconding. The motion was approved unanimously.
- IV. Discussion of rewording of the Building Permit Ordinance (Section 8-1(1)(a)) to add in a phrase to define the size of any new buildings/structures requiring a building permit. Charlotte Bacon asked why this was necessary. It was explained that the current municipal ordinance allowed only for value, and not building size, and that the county ordinance charged permitting and taxes based on size, and that this would bring the city more in line with county regulations. There was further discussion of the use of the word "moving" in the ordinance. It was suggested that "moving" be replaced with "relocation". Linda Boyette made a motion to accept the original wording change, as well as replacing "moving" with "relocation". Johnny Tuten seconded this amended verbiage, with all approving.

- V. Discussion of the rewording of the Road Frontage Ordinance (Section 3-35) to increase the abutment of property to public streets to 50 feet. There was a question of building lines and road frontage and flag lots. It was explained that the different zones required different building lines lengths/widths, but each lot only required 20 feet of abutment/touching to the road. After further discussion, Linda Boyette made the motion to accept the change, with Wayne Porter seconding. The vote was passed 3 votes to 1, with Johnny Tuten being the dissenting vote.

Adjournment: With no further business, Linda Boyette made a motion that the meeting be adjourned with Wayne Porter seconding the motion and all members approving.

The next meeting is 6 August 2015.

_____Chairperson _____Date

_____Secretary _____Date