

**Pembroke Planning Commission
Minutes
December 19, 2024**

The regular meeting of the Pembroke Planning Commission was held on Thursday, December 19, 2024, at City Hall with the following members present: Chair Charlotte Bacon, commission members Anne Barton, Van Redcross, Dave Williams, and Shalah Beckworth. Also, present was Community Development Director Derek Cathcart.

Call to Order. . . . Chair Bacon called the meeting to order at 7:00pm and read the information regarding public comment and meeting decorum.

Minutes... A motion was made by Anne Barton and seconded by Dave Williams to approve the minutes of November 21, 2024; regular commission meeting as presented. The motion carried unanimously.

Chair Bacon: Variance request for 51 Mary street has been rescheduled to January 16th.

Public Hearings

- 1. Applicant, Dana Scheetz, is requesting a Variance to reduce the minimum lot width by 5' for two lots in a proposed subdivision on Mikell St, Parcel #P06 17 004.**

Chair Bacon: Asked where the ditch would be located.

Dana Scheetz: The final location would be determined after the field survey.

Bacon: Asked why the houses had single car garages.

Clay Collins: The homes built in the subdivision will act as a test run of a home to be built in another development.

Anne Barton: Asked if the option was explored to develop behind the setback line, where the lot width was 100'

Clay Collins: No

Action Agenda

- 1. Recommendation to city council regarding a Variance to reduce the minimum lot width by 5' for two lots in a proposed subdivision on Mikell St, Parcel #P06 17 004.**

A motion to recommend approval to City Council was made by Anne Barton, seconded by Van Redcross. The motion passed unanimously.

2. Recommendation to city council for the final plat of a two-lot subdivision for Darlene Shuman, parcel #0161 073, at 1357 Camellia Dr.

A motion to recommend approval to City Council was made by Anne Barton, seconded by Van Redcross. The motion passed unanimously.

Adjournment...There being nothing further to discuss, at 7:15pm a motion to adjourn was made by Dave Williams, seconded by Van Redcross. The motion passed unanimously.

ATTEST:



Derek Cathcart
Community Development Director



Charlotte Bacon
Planning & Zoning Commission Chair