

# Pembroke Planning and Zoning Commission

## Minutes of the September 13, 2018 Meeting

The Pembroke Planning and Zoning Commission met on September 13, 2018 in the council room at City Hall. Charlotte Bacon, Wayne Porter, and Johnny Tuten were present, as well as Dain Reams, Secretary, with Bernadette China arriving late. 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 and reminded those present that the Commission was a recommending body and that the City Council would have final say over the issues discussed.

**Approval of the Agenda:** The agenda was approved by all members of the commission.

**Approval of the Minutes of the August 2, 2018 Meeting:** After the minutes were reviewed by the commission members, Johnny Tuten made the motion to accept the minutes as written, with Wayne Porter seconding. The motion was passed by unanimous decision of those present.

### New Business/Discussions

- I. Conditional Use Permit – Melinda Curtis Myers
  - a. 109 Ash Branch Road (Parcel# P05-01-006)
    1. Mobile Gymnastics business
    2. Use for home office for occupational certificate
  - b. Ms. Myers was not present to answer questions.
    1. Questions asked included:
      - i. Was training to take place at the location? Mr. Reams answered that to his knowledge, it was not.
      - ii. What was the 225 sf? Mr. Reams stated that this was the size of the vehicle that was going to be used to transport the requisite equipment.
  - c. There were no other members of the public present to speak on the matter.
  - d. With no further questions, Mr. Porter made a motion to recommend the Conditional Use Permit for approval for the home office only, with Mr. Tuten seconding and all members present unanimously agreeing.

**Adjournment:** With no further business, Mr. Tuten made a motion that the meeting be adjourned with Ms. China seconding the motion and all present members approving.

The next meeting is 4 October, 2018.

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

\_\_\_\_\_ Secretary \_\_\_\_\_ Date