

**Pembroke Planning Commission**  
**Minutes**  
**March 20, 2025**

The regular meeting of the Pembroke Planning Commission was held on Thursday, March 20, 2025, 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 Shalah Beckworth to approve the minutes of February 27, 2025; regular commission meeting as presented. The motion carried unanimously.

**Public Hearings**

**1. Applicant, Alex Long, is requesting approval of an amendment to the Warnell PUD document, and the concept plan.**

Alex Long explains that the hybrid lots are being taken from the townhome allotment. The previous townhome lot details were overlooked, the product is smaller than the approved standards permit.

Chair Bacon: Why do the townhomes need to be smaller than the approved.

AL: The product they typically provide are 20' wide townhomes.

Bacon asks about maintenance of townhome area.

AL: Master HOA with sub HOAs

Dave Williams: Will the number of townhomes increase?

AL: No, townhome number will decrease. Explains that the detached townhome name is a term used in the industry to mean similar housing types like cottage homes. Townhomes will be limited to 8 buildings.

Van Redcross: Will there be townhomes in different pods/phases?

AL: Yes

Anne Barton: What will the outside space be like?

AL: More outside space because the detached townhomes will have more yard space than the attached.

**Action Agenda**

**1. Recommendation to city council regarding a request to approve an amendment to the Warnell PUD document, and the concept plan.**

A motion to recommend approval to City Council was made by Van Redcross, seconded by Dave Williams. Shalah Beckworth and Anne Barton voted in favor, with Chair Bacon voting to recommend approval of the concept plan and the detached townhome amendment. Chair Bacon recommended to deny the attached townhome amendment. The motion passed at a 4-1 vote.

**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:**

A handwritten signature in black ink, appearing to read 'Derek Cathcart', written over a horizontal line.

**Derek Cathcart**  
**Community Development Director**

A handwritten signature in purple ink, appearing to read 'Charlotte W Bacon', written over a horizontal line.

**Charlotte Bacon**  
**Planning & Zoning Commission Chair**