

**CHAPIN PLANNING COMMISSION
WORK SESSION*
Town Hall**

**May 3, 2022
3:00 P.M.**

AGENDA

1. CALL TO ORDER
2. STATEMENT OF FREEDOM OF INFORMATION ACT COMPLIANCE
3. DISCUSSION
 - a. Capital Investments Discussion
 - b. Cooperative and Communications with Lexington County discussion
 - c. Comprehensive Plan Discussion
 - d. Open discussion for PC and Staff
4. ADJOURN

***No votes will be taken on items discussed during the work session.**

PUBLIC COMMENT POLICY

PROCEDURE:

Persons wishing to make public comments concerning any municipal matter, with the exception of personnel and contractual matters, shall first sign in with the Municipal Clerk before the meeting and provide the following information:

1. Name, Address, and Contact Information;
2. Topic of Public Comment; and
3. Indicate whether a Chapin Resident, Chapin Water/Sewer Customer, or Reside in the Chapin Water/Sewer District.

Comments are limited to two minutes per person and no personal or verbal attacks will be entertained. The Council is interested in hearing your concerns, but speakers should not expect action or deliberation on subject matter brought up during any Public Comments on the agenda. Topics requiring further investigation may be referred to Town Staff and may be scheduled for a future agenda.

DEFINITIONS:

Chapin Resident: Reside in Town limits.

Chapin Water/Sewer Customer: Customer of the designated Chapin Water/Sewer District - Including an owner or operator of a local business.

Reside in Chapin Water/Sewer District: Reside in the designated Chapin Water/Sewer District – Area of Lexington County north of Lake Murray.

APPEARANCE OF CITIZENS

Town Code 2.212 – Any citizen of the Town shall be entitled to be placed on the agenda of any regular meeting to discuss any municipal matter, with the exception of personnel and contractual matters. Persons desiring to be placed on the agenda shall notify the Municipal Clerk not less than a week prior to the meeting. The request shall be in writing stating the reason therefor.

MEMORANDUM

February 21, 2022

TO: Kevin Singletary, Town of Chapin Zoning Administrator
Zack Haney, Town of Chapin, Planning Commission Chair
FROM: Jeff Grover, Town of Chapin, Planning Commission Member
SUBJECT: Thoughts concerning Figures 10.1 and 10.2 of “Envision Chapin, Town of Chapin Comprehensive Plan”, Adopted December 7, 2021

This memorandum is a slightly updated and significantly organized set of notes that I used when discussing this subject matter during the Town of Chapin January 28, 2022 Planning Commission Work Session. I prepared these notes in response to Mr. Singletary’s direction during the January 11, 2022 Planning Commission meeting as was also supported by his January 12, 2022 email to all Planning Commission members. It is my hope that, through such input offered below, the Planning Commission may meaningfully participate in planning for the future of our town.

Sections below provide thoughts on the various topics included in the subject figures. These comments are not intended to be a comprehensive treatment of the subject matter. These comments are intended to be examples of the types of inputs recommended from all interested Planning Commissioners to support meaningful discussion of the topics. It is my hope that all planning commissioners would be interested enough in our town’s future to consider providing comparable comments for our joint discussion.

As eluded to below, the planning process should include a stepwise approach of identifying the topics to be addressed, the sequence in which these topics should be addressed, the resources that should be allocated in planning and executing each topic, and other germane considerations as may arise. This memorandum does not attempt to provide that level of detail as the Planning Commission as a whole should recommend that through our deliberations.

Ongoing Community Engagement:

It would be wonderful if the Town of Chapin would consider a forum for ongoing community Engagement. An electronic bulletin board or Facebook group should be considered for this purpose. So many of our residents have expressed interest in this and feel like their nees and interests are not adequately recognized. The Chapin Citizens Advisory Committee (CAC) and the Chapin Community Engagement Council (CEC) would appear to be conceived for this purpose but very few local citizens are even aware of them much less feel that them to be a forum for them to vice their interests of to be informed of current considerations.

External Coordination

Goal 2, Strategy 2 , (LexCo coordination) should be pursued in all earnest the Town of Chapin cannot prosper without succeeding in establishing amicable coordination with our county planners. Similarly, amicable coordination with the Central Midlands Council of Government (CMCOG) and South Carolina Department of Transportation (SCDOT) is essential for the Town of Chapin to attain it goals.
CMCOG and SCDOT

Goal 2 Strategy 1 - \$\$ (\$25k-\$100k)

The following list is generated merely to group all the Projects/Initiatives designated as being a part of the Goal 2, Strategy Project/Initiative. Note that the \$\$ (\$25k-\$100k) cost estimate estimates is carried over from the Comprehensive Plan table vs suggesting a modification. I believe one of the next steps should be to consider adjusting this estimate and to sequence the steps in attaining a study into these topics.

- G2S1: Zoning Ordinance and map, and development regulations update
- G3S3: Regulations that establish funding procedures related to development approvals
- G5S2: Town Center, Village and Tech Park future land use standards
- G5S3: High Quality residential development
- G6S1: Encourage Open Space and Natural area preservation
- G6S2: Emphasis on green infrastructure techniques
- G6S3: Hazard mitigation priorities

As to the remaining Goal/Strategies, I have grouped the ones I feel would fall in the High, Medium, or Low priority as listed below. The P/\$/\$\$/\$\$\$\$ cost estimates in these lists are repeated from the tables vs suggesting a modification. I believe one of the next steps should be to consider adjusting those estimates and to sequence the steps in attaining a study into these topics.

High Priority

- GIS1/2 P Facilitate Community Engagement Council Meetings
- G2S1 \$\$ Zoning Ordinance update (already has several incorporate G#S#)
- G2S4 P Limit approvals of traffic impacting developments
- G2S2 P Coordinate with LexCo
- G3S1 P Communicate with CMCOG for transportation needs
- G3S2 \$\$ Set aside matching funds for Transportation Plan
- G3S3 p Annual funding plan for Transportation Project
- G4S2 \$\$\$\$ Acquire/develop school site
- G7S1 \$ Support small business (Tourism?)
- G7S2 \$ Revitalize downtown Chapin (Tourism?)
- G7S3 \$\$\$\$ Acquire Business Park development authority
- G7S4 \$ Redevelop vacant commercial buildings
- G5S1 \$\$ Comprehensive housing strategy

Medium Priority

- GIS3 - Improve Connections to Lake Murray (Tourism?)
- G2S3 P Annexation Strategy
- G2S3 \$\$ Staff charge to coordinate with LexCo (add CMCOG and SCDOT?)
- G4S1 \$\$ Small area plan

Low Priority

- G6S4 \$ Develop open space plan (incorporate into tourism and lake studies)

Sewer Projects:

- I do not claim any expertise in this the waste management domain but agree that TOC needs to keep up to date wrt capacity/growth
- Recommend that TOC should revisit growth projections based on new LexCo “Lake Overlay” ordinance since it was developed prior to that ordinance.
- The individual project cost estimates make it appear that over \$30M will be needed. As indicated in the individual project comments:
 - 1) Should ensure that the recently enacted LexCo “Lake District” does not alter the capacity expectations in the TOC Sewer plan,
 - 2) A source of funding needs to be established, e.g. bond?

	Project / Initiative	Cost Est
Goal 1 - Embrace the Greater Chapin Community		
Strategy 1 & 2	Facilitate Community Engagement Council Meetings.	Policy
Interpret, Recommend, Priority	Should be an ongoing process supported by an online "sounding board". There probably needs to be some staff time set aside to sustain. Comments should be publicly visible and considered for discussion at PC (or other board) meetings Priority: High	
Strategy 3	Initial Planning by Staff to Improve Connections to Lake Murray.	
Interpret, Recommend, Priority	Not necessarily planning, but to develop a set of goals. This should be conducted as a part of a larger community engagement process that includes a wide cross section of local residents. Priority: Low	
Goal 2 - Facilitate Well-Planned Growth		
Strategy 1	Zoning ordinance and map, and development regulations update.	\$\$
Interpret, Recommend, Priority	Concur, the ordinances need to be updated Priority: High	
Strategy 2	Begin coordination process with Lexington County.	Policy
Interpret, Recommend, Priority	Concur Priority: High	
Strategy 3	Develop a comprehensive annexation strategy.	Policy
Interpret, Recommend, Priority	OK Priority: Medium	
Strategy 3	Fund additional staff position to administer ordinances in expanded area of jurisdiction outside of the Town to implement the potential agreement with Lexington County.	\$\$
Interpret, Recommend, Priority	This should not be a whole new staff position but a traceable objective of the existing staff. Need to monitor LexCo development zoning requests, and ordinance changes to engage. As appropriate. Priority: High	
Strategy 4	Limit the approval of proposed development projects that will significantly decrease the level of service of our roadways.	Policy
Interpret, Recommend, Priority	This is essential to the future viability of our area. Not doing so will result in a community no one will want to live in or visit. Priority: High	
Goal 3 - Improve Transportation Connections		
Strategy 1	Communicate and coordinate with the CMCOG (MPO) on the Town's transportation needs and goals.	Policy
Interpret, Recommend, Priority	This may have been overcome by events, namely publication of the draft COATS. Priority: High	
Strategy 2	Set aside matching funds to develop a long-range transportation plan for northern Lexington County area in and around Chapin with the County and MPO as funding partners.	\$\$
Interpret, Recommend, Priority	Need to concentrate on roadways vs multi-modal opportunities. Priority: High	

	Project / Initiative	Cost Est
Goal 3 - Embrace the Greater Chapin Community		
Strategy 3	Establish an annual prioritization and funding plan for transportation projects.	\$\$
Interpret, Recommend, Priority	There is no compelling need to revisit bike path and sidewalk plan. All effort should be placed on concerns pertaining to roadway capacity . Priority: High	
Strategy 3	Adopt development regulations that establish funding procedures related to development approvals.	Part of Goal 2, Strategy 1
Interpret, Recommend, Priority	Is this strategy a typo in that it does not belong here? E. g. there are two Goal 3 Strategy 3s.	
Strategy 4	Establish funding for adding value to planned SCDOT projects.	\$\$\$
Interpret, Recommend, Priority	Funding level is entirely too high to “establish” funding. Far more will be required to fix the situation. Priority: Medium	
Goal 4 - Create a Central Gathering Place		
Strategy 1	Develop a detailed small area plan.	\$\$
Interpret, Recommend, Priority	This needs to be done but funding level may be too high Priority: Medium	
Strategy 2	Coordinate with School District to acquire and/or develop the former school site as the focal point of the Town Center.	\$\$\$\$
Interpret, Recommend, Priority	Absolutely but concerned with the estimate of \$2.5M being needed. Should be partnering with a for profit entity who would be motivated to manage what is placed there. Priority: High	
Goal 5 - Expand Housing Options		
Strategy 1	Fund a comprehensive housing study.	\$\$
Interpret, Recommend, Priority	Needs to consider impact to roads and quality of life vs more high density developments. Priority: High	
Strategy 2	Adopt development standards for the Town Center, Village and Tech Park future land use categories.	Part of Goal 2, Strategy 1
Interpret, Recommend, Priority	Should consider reestablishing Neighborhood Commercial to support village concept. Priority: High	
Strategy 3	Update standards to facilitate high quality residential development.	Part of Goal 2, Strategy 1
Interpret, Recommend, Priority	Absolutely, we need to be concentrating on high quality vs high density, Priority: High	
Goal 6 - Preserve Our Natural & Cultural Heritage		
Strategy 1	Adopt development regulations that encourage open space and natural area preservation.	Part of Goal 2, Strategy 1
Interpret, Recommend, Priority	Concur Priority: High	

	Project / Initiative	Cost Est
Goal 6 - Embrace the Greater Chapin Community		
Strategy 2	Adopt development regulations that include an emphasis on green infrastructure techniques.	Part of Goal 2, Strategy 1
Interpret, Recommend, Priority	Concur Priority: High	
Strategy 3	Incorporate Hazard Mitigation priorities into development regulations.	Part of Goal 2, Strategy 1
Interpret, Recommend, Priority	Concur Priority: High	
Strategy 4	Develop an open space and greenway plan.	\$
Interpret, Recommend, Priority	Need to better define what this means, e.g. is TOC willing to acquire land to string together to accomplish this? Bike paths and sidewalk alone do not make greenways. Priority: Low	
Strategy 5	Prepare a cultural and historic resources strategic plan.	Policy
Interpret, Recommend, Priority	No issue. Priority: Medium	
Goal 7 - Grow Our Local Economy		
Strategy 1	Support small business and entrepreneurial development.	\$
Interpret, Recommend, Priority	Not opposed with this objective but it is not clear what is being considered here. Priority: High	
Strategy 2	Develop a strategic plan to revitalize downtown Chapin.	\$\$
Interpret, Recommend, Priority	Not sure I agree that this study should be funded to the level recommended here (\$\$ = \$25k-\$100k) Priority: High	
Strategy 3	Acquire development authority and control of the Chapin Business and Technology Park.	\$\$\$
Interpret, Recommend, Priority	Not sure if the cost (\$\$\$\$) is to "buy out" LexCo or something else. Priority: High	
Strategy 4	Develop a program to target the redevelopment of vacant industrial and commercial buildings.	\$
Interpret, Recommend, Priority	Large, unused properties such as Ellett Brothers, EIS, and the industrial site are eye sores, safety issues, and portray the appearance of a troubled town. Not things that will attract better development.	

TOWN PROJECT FUNDING PRIORITIES		
Department/ Category	Project	Cost Estimate
Economic Development	Work to Enhance Tourism in the Town.	Policy - \$\$
Interpret, Recommend, Priority	Need to better state bounds of traffic impacts before expending funds Priority: medium	
Economic Development	Develop Incentives to attract a Hotel to the Town.	Policy - \$\$\$
Interpret, Recommend, Priority	Need to better define the objective (tie to another goal) but projected funding appears to be too high (\$\$\$ = \$100k-\$500k) Priority: Medium	
Transportation	Columbia Ave / Chapin Rd / Amicks Ferry Road Intersection Improvements.	\$\$\$\$
Interpret, Recommend, Priority	More information needed to determine possible impact of LexCo "Lake District" to define timing, and source of funding. Does the \$\$\$\$ denote that this project will be funded in the \$.5-2.5M range in addition to all of the other proposed sewer projects? Priority: May want to adjust starting point after analysis to determine "Lake Overlay" impact and funding source.	
Water / Sewer	Install 12" Force Main on Primrose Lane.	\$\$\$\$
Interpret, Recommend, Priority	More information needed to determine possible impact of LexCo "Lake District" to define timing, and source of funding. Does the \$\$\$\$ denote that this project will be funded in the \$.5-2.5M range in addition to all of the other proposed sewer projects? Priority: May want to adjust starting point after analysis to determine "Lake Overlay" impact and funding source.	
Water / Sewer	Expand / Upgrade the Wastewater Treatment Plant.	\$\$\$\$\$
Interpret, Recommend, Priority	More information needed to determine possible impact of LexCo "Lake District" to define timing, and source of funding. Does the \$\$\$\$\$ denote that this project will be funded over \$10M in addition to all of the other proposed sewer projects? Priority: May want to adjust starting point after analysis to determine "Lake Overlay" impact and funding source.	
Water / Sewer	Water Treatment Plan (New or Purchase Into Existing)	\$\$\$\$\$
Interpret, Recommend, Priority	More information needed to determine possible impact of LexCo "Lake District" to define timing, and source of funding. Does the \$\$\$\$\$ denote that this project will be funded over \$10M in addition to all of the other proposed sewer projects? Priority: May want to adjust starting point after analysis to determine "Lake Overlay" impact and funding source.	
Water / Sewer	Install Parallel Discharge Line on Wastewater Treatment Plant.	\$\$\$\$
Interpret, Recommend, Priority	More information needed to determine possible impact of LexCo "Lake District" to define timing, and source of funding. Does the \$\$\$\$\$ denote that this project will be funded in the \$2.5M-\$10M range in addition to all of the other proposed sewer projects? Priority: May want to adjust starting point after analysis to determine "Lake Overlay" impact and funding source.	