

**CHAPIN PLANNING COMMISSION  
REGULAR MEETING  
Town Hall Community Room**

**December 15, 2020  
4:00 P.M.**

**AGENDA**

1. CALL TO ORDER AND DETERMINE QUORUM
2. STATEMENT OF FREEDOM OF INFORMATION ACT COMPLIANCE
3. APPROVAL OF MINUTES
  - a. November 30, 2020 Regular Meeting Minutes
4. PUBLIC COMMENTS RELATED TO AGENDA ITEMS
5. OLD BUSINESS
  - a. Subdivision Regulations Discussion
6. NEW BUSINESS
  - a. Term date expirations discussion
7. OPEN TIME FOR PLANNING COMMISSION AND STAFF
8. ADJOURN

**\*\*PLEASE NOTE: Town Hall will only be open to the public for the purposes of this meeting. Social distancing will be observed and face masks are highly encouraged for those wishing to attend this meeting.**

# CHAPIN TOWN COUNCIL MEETING

## 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.