

**CHAPIN TOWN COUNCIL
WORK SESSION
TOWN HALL COMMUNITY ROOM
March 18, 2021
2:00 P.M.**

AGENDA

1. CALL TO ORDER AND DETERMINE QUORUM
2. STATEMENT OF FREEDOM OF INFORMATION ACT COMPLIANCE
3. NEW BUSINESS
 - a. Discussion: Water and Sewer Master Plan Presentation
 - b. Discussion: Town of Chapin Radio Center – Al Koon, Mayor Pro Tem and Dan Goldston
 - c. Discussion: Amendments to Article 6 of the Subdivision Regulations – Ian Ashford, Zoning Administrator
 - d. Discussion: Amendments to Chapter 14, Article X of the Town Code
4. ITEMS FOR DISCUSSION FOR NEXT TOWN COUNCIL MEETING
5. PUBLIC COMMENTS
6. ADJOURN

****PLEASE NOTE: Town Hall will only be open to the public for the purposes of this meeting. Social distancing will be observed and masks are required for anyone wishing to attend the 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.

ARTICLE 6

REQUIRED IMPROVEMENTS

The subdivider shall install and/or pay for the improvements required by these regulations necessary to serve his subdivision prior to the approval of the Final Plat.

- 6-1** **Monuments** - All lot corners, street corners, and points of change of direction in exterior boundaries of the subdivision shall be marked with an iron pipe at least twenty four (24) inches long and driven to within four (4) inches of the finishing grade or flush as conditions may require.
- 6-2** **Natural Gas** - When gas lines are located in a street right-of-way, where possible, such lines shall be located outside the portion of the street to be surfaced to prevent cutting into the paved surface to serve abutting properties.
- 6-3** **Water Supply** - A public water system shall be installed in all subdivisions. When a water system is installed in a subdivision, water mains, valves, and fire hydrants shall be installed according to plans and specifications approved by the town engineer and the Health Department. When the water main is located in the street right-of-way and it will be necessary to cut into the street surface to serve abutting lots, a connection shall be stubbed out to the property line to serve each lot before the street is surfaced.
- 6-4** **Sanitary Sewerage** - If a sanitary sewer system is installed in a subdivision, sanitary sewers shall be installed to the plans and specifications approved by the appropriate Town Engineer and the Health Department. When the sewer main is located in the street right-of-way, and it will be necessary to cut into the street surface to serve abutting lots, a connection shall be stubbed out to the property line to serve each lot before the street is surfaced.
- 6-5** **Sewerage Disposal Systems** - Prior to the construction of any sewerage disposal system such as an oxidation pond or other facility, the location, size, plans, and specifications of such a facility shall be approved by the Town Engineer and the Health Department.
- 6-6** **Curbs and Gutters** - Concrete curbs or paved valley-type gutters shall be installed and shall be in accordance with plans and specifications of the State Highway Department and the Town Engineer.
- 6-7** **Street Grading and Surfacing** - Street grading, base preparation, and surfacing shall be carried out by the subdivider according to plans and specifications of the State Highway Department, and the Town Engineer.

- 6-8 **Storm Drainage** - An adequate drainage system, including necessary improved open channels, pipes, culverts, storm sewers, intersection drains, drop inlet, bridges, and other necessary appurtenances shall be installed by the subdivider and shall be according to plans and specifications approved by the Town Engineer.
- 6-9 **Street Name Signs** - Street name signs shall be installed at all intersections within a subdivision. The location and design of such signs shall be approved by the proper town authority.
- 6-10 **Sidewalks** - Sidewalks shall be installed and shall be constructed within the street right-of-way, and approved by the Town Engineer. A four (4) foot sidewalk shall be provided on both sides of all streets.
- 6-11 **Trees** - It is the intent of the Town of Chapin to preserve trees within its corporate limits. In keeping with this intent, street trees should be planted at forty (40) foot intervals within five (5) feet of the street right-of-way on both sides of the street, but must be outside the right-of-way. Existing trees should be preserved whenever possible, and the plans and specifications for tree planting and tree preservation should meet the approval of the Planning Commission.
- 6-12 **Open Space Recreation Requirements** - The Planning Commission shall require that open space be reserved for active or passive recreation where such reservations would be appropriate. Each reservation shall be of suitable size, dimension, topography and general access for the particular purposes envisioned by the Planning Commission. These areas shall be shown on the Plat and marked “reserved for recreation open space”. The number of acres to be reserved shall be determined in accordance with the following table, which has been prepared on the basis of providing three (3) acres for every one-hundred (100) dwelling units.

a.	SINGLE FAMILY LOTS SIZE OF LOTS	MINIMUM PERCENTAGE OF TOTAL LAND IN SUBDIVISION TO BE RESERVED FOR RECREATION PURPOSES
	80,000 SF & GREATER	1.5 PERCENT
	50,000 SF	2.5 PERCENT
	40,000 SF	3.0 PERCENT
	25,000 SF	5.0 PERCENT
	10,000 SF	13.0 PERCENT

- b. **Multifamily and High-Density Residential.** The Planning Commission shall determine the acreage for reservation based on the number of dwelling units per

acre to occupy the site as permitted by the Ordinance.

6-13 **Amenities:** a desirable or useful feature or facility of a building or place.

❖ *Amenities shall be allowed in the Open Space Requirements (provided in the Town of Chapin Zoning Ordinance) unless otherwise specified below.*

A. Requirement: Amenities shall be installed in established commons areas or open space required areas. Amenities cannot be located in required buffer areas unless specified below.

i. Basic Amenity Center: One basic amenity is required in residential subdivision when development consists 50 or more lots.

1. Basic Amenities list

- a.** Unpaved but maintained walking trail. (May be in required buffer area)
- b.** Picnic area with a minimum of 2 picnic tables and roof covering.

ii. Standard Amenity Center: one standard amenity is required in residential subdivision when development consists 85 or more lots. Examples provided below.

1. Standard Amenity List:

- a. Accessible active park**
 - i. Swings
 - ii. Playground equipment
 - iii. Jungle gym
- b. Sporting courts**
 - i. Paved Basketball Court
 - ii. Volleyball Court
 - iii. Tennis Court
 - iv. 9 hole or more Disc Golf Course
- c. Paved walking and biking trail** (May be in required buffer area with natural landscape and tree covering)
- d. Gated boat storage area.**
 - i. Must have landscaping all around gated area.
 - ii. A buffer of a minimum 10 feet is required when adjoining a residential lot.
- e. Ponds, Visual or recreational ponds** with a minimum area of 2000 square feet.

iii. Enhanced amenity Center: One enhanced Amenity center is required in residential subdivision either when development consists of 150 or more lots.

1. Enhanced Amenity Center list:
 - a. Swimming pool
 - i. minimum of 1800 square feet
 - b. 4 season clubhouses
 - i. Consists of both a women's and men's bathroom and kitchen
 - ii. Minimum of 1600 square feet
 - c. Indoor exercise room
 - d. Or 2 standard amenity centers

B. Developers may upgrade amenity type and still receive credit.

C. Additional or non-listed amenities may be submitted to the planning commission for consideration to replace one of the required amenities listed above.

6-14 Traffic Control Devices - Traffic Control devices whether signs or signals, shall be installed by the Developer as deemed appropriate by the Town of Chapin, its agencies and/or the South Carolina Department of Highways and Public Transportation. The authority to require traffic control devices may be exercised by the Town at anytime during the approval process.

6-15 Street Lights - RESIDENTIAL Standard 15,000 lumen H.P.S street lights shall be installed at a rate of not less than one street light per six (6) lots. Said street lights shall follow the criteria set by council on January 7, 1986 and which is made a part hereof by reference. The developer shall be responsible for the operating cost of said lights at the standard rate subject to the rate and class of service approved by the South Carolina Public Service Commission until the Town accepts title to the effected subdivisions road infrastructure, at which time the Town will assume responsibility for said operating costs. If the developer elects to install more than one street light per six (6) lots, then the operating costs for all such additional street lights shall be borne by the developer or the residents of the effected subdivision.

6-16 Traffic Impact Study - An impact study shall be required if a proposed project:

1. produces 50 peak hour (AM, PM, or Midday) two-way trips or more; or
2. produces 500 daily (24 hour) two-way trips or more; or
3. is an expansion of an existing project. When determining whether the project meets the threshold, trips from the existing land use shall be included in the trips that are considered "produced" by the project.

A TIS shall be completed as the first step of the project approval process. Prior to the submission of any TIS and preliminary plat, the applicant shall complete and submit a Traffic Impact Study Requirement Evaluation form obtained from the Administrative Official's office. The Town's Transportation Engineer will evaluate the request and determine whether a TIS is required.

The TIS is the responsibility of the applicant. The TIS shall be prepared in accordance with the Traffic Impact Study Guidelines adopted by the Town of Chapin and obtained from the Administrative Official's office. All traffic studies must be prepared under the supervision of, and signed, stamped and dated by, a professional Civil Engineer registered in South Carolina. The applicant will be required to use a Town approved firm to complete the TIS. A list of approved consulting firms will be provided upon the determination that a TIS is required.