

**MINUTES
MEETING OF THE
PLANNING COMMISSION**

**Tuesday, September 27, 2016
6:00 P.M.**

**Town Council Chambers
157 NW Columbia Ave, Chapin**

Members Present: Chairman George Duke, Member Jim Palassis, Member Doug Barnett, and Member Kenneth King

Members Absent: Member Kevin Sheppard (Excused)

Staff Present: Zoning Administrator Chris Clauson and Town Clerk Julie Hammond

Guests: None

Call to Order: 6:05 p.m.

Approval of Minutes: Planning Commission (PC) Members reviewed the minutes. Chairman Duke moved to approve the minutes from the August 25, 2016 meeting. Member Palassis seconded the motion. Member Barnett asked for the following amendments to the minutes: 1) Last paragraph, first sentence of page one from “Member Barnett confirmed” to “Member Barnett asked to have confirmed;” 2) Third Paragraph, second sentence of page two from “He suggested to stay on track with the growth the Comprehensive Plan would be more helpful if it contained more specific strategies and outcomes with timeframes” to “He asked if it were possible to report on previously stated outcomes found in the tables at the end of each chapter.” Chairman Duke amended the motion to approve the minutes of August 25, 2016 with the noted changes. Member Barnett seconded the motion. After further clarification and discussion, all were in favor, motion carried.

Old Business

Discussion of the Community Survey Results: PC Members were tasked with reviewing and discussing results of the Community Survey (Questions #9 & #10 “Exhibit A & B”); specifically, responses that were critical of planning and growth strategies to determine what steps need to be taken to address the concerns.

The Planning Commission felt a lot of the concerns highlighted were not under their control, specifically those relating to roads and traffic. This would fall under the State of South Carolina, Lexington County, and the Department of Transportation. Beatification could be addressed with the addition of a Public Works Department.

The Commission concluded that there needed to be an education of the public regarding the Planning Commission’s role through a written process that should be published in the paper and

the Town's website. Administrator Clauson would check with Director Owens to see if it is the intent for the Commission to respond to the survey or to help justify budget items.

Review of the Comprehensive Plan: Administrator Clauson gave an update of changes that will be made to the Comprehensive Plan "Exhibit C." Discussion ensued and a couple of the highlights from the conversation included the S-48 (Columbia Ave) widening plans and the need for a historical inventory of structures in Town. Lexington County will potentially hold the final public hearing on the S-48 Project that reveals the preferred recommended route and interchange in December. Administrator Clauson was reviewing the First 100 Years of Chapin and found out that 25 homes were built over 100 years ago. An accurate inventory has not been done yet.

Adjournment: Member King moved to adjourn the Planning Commission Meeting. Member Palassis seconded the motion. All were in favor, motion carried. Meeting adjourned at 7:40 p.m.

PC APPROVED: October 25, 2016