

**TOWN OF CHAPIN  
ARCHITECTURAL REVIEW BOARD  
PUBLIC HEARING MEETING MINUTES**

**Thursday, March 1, 2018  
6:00 P.M.**

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

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**Members Present:** Chairman Ken Loveless, Co-Chairman Harmon Reed, Member Jason Mack, Member Gerald Meetze, and Member Bryson Tucker

**Members Absent:** None

**Staff Present:** Town Clerk Julie Hammond

**Guests:** Stephen Goodman, Wes Taylor, Walt Shealy, and John Newman

**Call to Order:** Chairman Loveless called the meeting to order at 6:00 p.m., determined there was a quorum, and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

**Approval of Minutes:** The Architectural Review Board (ARB) reviewed the February 2, 2017 Meeting Minutes. Co-Chairman Reed moved to approved the minutes as presented. Member Mack seconded the motion. All were in favor, motion carried.

**Reports:** None

**Old Business:** None

**Public Hearing – Proposed Pelican’s Snoballs Development:** Pelican’s Snoballs withdrew their Zoning Permit Application per letter dated February 13, 2018 “Exhibit A.”

**Public Hearing - Proposed Chapin Crossing Outparcel Development:** The ARB recessed until 6:18 p.m. awaiting the arrival Mr. John Newman, Planning Contractor through the Central Midlands Council of Governments (COG).

Mr. Wes Taylor, LTC Associates, gave background information on the original Chapin Crossing Outparcel plan that was approved in 2014 pending lighting and landscaping along with the Zoning Board of Appeals addressing parapet heights in 2016. Since the Chapin Crossing Outparcel 2-year vested rights time frame expired, new submittals “Exhibit B” were required for the outparcel including the Town of Chapin’s updated architectural guidelines.

The site plan design had not changed since 2014. The building will house six tenants with the front of the building facing Publix and the rear/service façade facing Chapin Rd/US 76.

Mr. Newman stated the Planning Commission gave conditional approval to the site plan and landscaping submittal based on the approval/revisions of the ARB. However, Member Meetze pointed out that irrigation, tree size, and tree caliper were not addressed in the landscape plan.

Plans submitted were in keeping with the architecture of Publix with new elevations, reduction in stucco to 20%, and a limit of four exterior colors. Mr. Taylor felt the pitched roof requirement was out of character for the Town Center Overlay District.

Mr. Newman felt the parapet screening had been addressed but noted site standards require interior sidewalks be clearly delineated by a different kind of pavement.

The ARB Compliance Review “Exhibit C” indicated the following items were not in compliance:

1. 3H – Vehicular and Pedestrian Access – Contrasting paving materials;
2. 5D – Off-street Parking Site Design – Pedestrian pathways identified;
3. 7A – Lighting, Excluding Lighting Elements – Not provided;
4. 13E – Exterior Building Design – Secondary Façade – No change in plane or fenestration;
5. 15D – Exterior Building Design – Rooftop Elements – Buildings less than 20,000 sq. ft require pitched roof.

ARB concerns included:

1. Require pitched roof;
2. Service entrances face Chapin Rd/US 76;
3. Primary façade should face Chapin Rd/US 76;
4. Building setback to close to Chapin Rd/US 76;
5. Require proper materials for dumpster screening;
6. Stucco to be used as accent (wall material);
7. Require change in planes of secondary façades;
8. Grease traps located in Chapin Rd/US 76 right-of- way;
9. Address pedestrian sidewalks in parking area; and
10. Parking space compliance.

Co-Chairman Reed moved to postpone the ARB’s decision on the Chapin Crossing Outparcel in order to hold a special called meeting to address revision of submittals. Member Tucker seconded the motion. All were in favor, motion carried.

**Adjournment:** Co-Chairman Reed moved to adjourn the ARB Meeting. Member Mack seconded the motion. Meeting adjourned at 7:25 p.m.

ARB APPROVED: \_\_\_\_\_ April 5, 2018