



PLANNING COMMISSION MEETING MINUTES

Tuesday April 27, 2021
4:00 P.M.

Town Hall Community Room

Members Present: Chairman Zack Haney, Vice Chairman Rae Davis, Member Jeff Grover, Member Jerry Shealy, and Member Karalyn Miskie

Members Absent: none

Staff Present: Public Affairs Director Nicholle Burroughs, Town Engineer Dan Lambert, and Town Clerk Shannon Bowers

Guests: Mayor David Knight

Call to Order: Chairman Haney called the meeting to order at 4:05 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: Member Grover made a motion to approve the March 23, 2020 meeting minutes. Member Miskie seconded the motion. No further discussion was had. All in favor, motion carried.

Chairman Haney: Yes

Member Miskie: Yes

Vice Chairman Davis: Yes

Member Grover: Yes

Member Shealy: Yes

Public Comments:

There were no public comments

Old Business

Zoning Ordinance Article 7: Landscaping, Buffer, and Open Space - Tree list approval:

Vice Chairman Davis made the motion to accept the approved tree list as presented. Member Grover seconded the motion. Discussion followed.

Member Grover stated there was a crosswalk list incorporating trees from surrounding areas that are normal for our area as well as invasive species to be used as a tool for approval. A concern was raised over the authority of the Planning Commission (PC) to tell a business owner they cannot have palmetto trees when there are already so many of them throughout town. Town Engineer Lambert stated that from a technical perspective, regulations change over time and would need to take that into account moving forward. A comment was made as to how the town should look and that while the palmetto tree is the state tree, it is not native to this area. Director Burroughs stated that staff does recognize an issue with planting species that are not indigenous to the area from a longevity and maintenance perspective.

Chairman Haney rescinded the motion to accept the approved species list. Chairman Haney then made the motion to move the discussion on the tree list to a work session. Vice Chairman Davis seconded the motion. All in favor, motion carried.

Chairman Haney: Yes

Member Miskie: Yes

Vice Chairman Davis: Yes

Member Grover: Yes

Member Shealy: Yes

Subdivision Review: Boykin Hills Preliminary Plan

Director Burroughs began the presentation by stating that the property being developed for Boykin Hills subdivision is located right outside of town limits, taking several parcels of existing properties and combining them into one large property. Plans to annex have been paused to allow the PC time to do their due diligence in reviewing plans so the developers can design this subdivision to the Town of Chapin specifications. She then asked Town Engineer Dan Lambert to present the technical review, in the absence of a zoning administrator.

Town Engineer Lambert indicated on administrative checklists where the plans that were submitted did and did not meet the standards of the zoning ordinance and subdivision regulations. The largest issue noted was with the pavement width on one of the roads in the subdivision. The subdivision regulations require 66ft right of way with 28ft of pavement but there is only 60 feet available on Chesapeake Drive off of Murray Lindler. He also noted that tangents of reverse curb curvature will impact the layout of some of the lots in the proposed development. All of the streets do not meet the subdivision regulation standards in regards to pavement width, curbs, and parking. Town Engineer Lambert noted that the Town would determine if the street was an arterial, collector, or local road based on the amount of traffic on the street. Lexington County allocated 10 average daily trips per lot in a subdivision and that number is used to determine the type of road and is done using a traffic impact study. The property adjoins a commercial property, which the zoning ordinances require a 100ft buffer and Lexington County also requires a 50ft buffer to commercial properties. The buffers in the development plan do not conform to the ordinances. Without having a tree study done, the Town would not know if there were any significant trees that would need to be preserved. This would be a recommendation the Town would make to follow the ordinances. Town Engineer Lambert noted that Lexington County would perform and issue the land disturbance permit and that would determine if there were any other portions of the property that would have to be preserved. A concern was raised that Council was not fully aware that the PC had recommended RS-1 originally before passing the first reading of the annexation and zoning ordinance. Director Burroughs noted that the PC originally recommended RS-1, but based on the surrounding areas of this property, Council felt that RS-2 fit best for that area. The plans meet the requirements to be classified as RS-2 and were evaluated based on that criteria. The plans do not conform to the standards in the zoning ordinances and subdivision regulations at this time.

Chairman Haney asked what the Town's recommendation to the PC would be. Town Engineer Lambert stated it was staff's recommendation to deny the approval of Boykin Hills as submitted.

Member Shealy made the motion to accept the staff's recommendation to deny approval for Boykin Hills as submitted. Member Miskie seconded the motion. No further discussion was had. All in favor, motion carried.

Chairman Haney: Yes

Member Miskie: Yes

Vice Chairman Davis: Yes

Member Grover: Yes

Member Shealy: Yes

Discussion: Zoning Ordinance Article 7, section 703.8: Director Burroughs directed PC to table 2 in article 7, section 703.8 of the zoning ordinances. There has been a recent submittal regarding a piece of property and how the proposed use should be. The table is a zone vs. use, and can cause confusion in how properties are developed, depending on how it is read. She noted that work needs to be done to clarify the table so that it is read the same way across the board. She wanted the PC to consider how staff can help facilitate this discussion. The recommendation was to have as much information as possible to facilitate the discussion.

Discussion: Lexington County Moratorium: Director Burroughs briefly summarized the conditions of the Lexington County Moratorium recently adopted by County Council. The period will be for 180 days following the passing of the third reading of the ordinance. This will provide Lexington County the opportunity to adopt ordinances to strengthen their position. She noted that she intends for the Town to stay right in step with whatever the County proposes and she highly recommends the Town of Chapin be more conservative. Member Miskie noted that the City of Cayce imposed their own moratorium last year for a period of six months and extended it once to complete the process of updating their ordinances. She noted that mostly developers were upset, but generally there was support for the action. A comment was made for efforts be made to coordinate with the County, and possibly enact our own moratorium in conjunction with theirs, to express exactly what the Town of Chapin wants.

Discussion: Overlay districts: Director Burroughs updated the PC on the progress for the overlay districts. Two by two meetings will be scheduled for members of the PC and members of the Architectural Review Board to discuss what the districts should look like. She noted that as developers have been calling inquiring about certain properties, staff has been very conservative in where developments go and how they should look. Since the overlay districts were established in 2015, and because of variances, allotments, special conditions, etc. developers have been able to build however they want and the overlay districts have not been enforced well in the past. Businesses oriented toward vehicle traffic are not a good fit in pedestrian centered town centers. Director Burroughs wanted to make sure that the PC is aware of and in favor of staff's approach to enforcing the architectural standards of the overlay districts.

Chairman Haney noted that he and former Zoning Administrator Ian Ashford discussed extensive changes to the overlay district standards and wondered how those were received. The initial changes came from the ARB because the overlay districts are architectural in nature. Director Burroughs noted there was opposition from administration so they are going back to the 2-by-2 meetings to make sure the PC and ARB are on the same page. Council is in the process of adopting the overlay map amendment to show overlay district boundary lines by parcel line instead of the road.

Mayor Knight commented that he was in opposition of the Town Center district, but he recognized this was in the purview of the PC to decide what the Town Center district should look like.

Open Time for Staff and Planning Commission: Director Burroughs updated the PC on several economic development items. She has received several inquiries about RV and boat storage in and around town and is working with the County to address. 3 Birds Boutique will be opening in the Food Lion shopping center. The ARB approved with conditions the construction of building 4 in the Chapin Commons area, with businesses in buildings 3 and 4 still in development.

Member Grover observed a possible reason for increased interest in boat and RV storage was the possibility of police presence. He expressed his disappointment there wasn't more discussion

regarding the possibility of the PC formally supporting the Lexington County moratorium to Town Council. Mayor Knight noted that Council is in the process of offering a resolution in support of the moratorium. Director Burroughs also stated that Council opposed the idea of adopting one for Chapin, but recognized that there could be an opportunity to enact one in the future, once it is clear what Lexington County plans to implement.

Adjournment: Member Miskie moved to adjourn the Planning Commission Meeting. Member Grover seconded the motion. All were in favor, motion carried. Meeting adjourned at 5:15 p.m.

PC APPROVED (Date): May 25, 2021