

**TOWN OF CHAPIN
ARCHITECTURAL REVIEW BOARD
RE-SCHEDULED MEETING MINUTES**

**Thursday, June 3, 2021
6:00 P.M.**

Town Hall Community Room

Members Present: Chairman Harmon Reed, Member Dan Smith, Member Alison Allen, and Member Bryson Tucker

Members Absent: Vice Chairman Gerald Meetze

Staff Present: Public Affairs Director Nicholle Burroughs, Zoning Administrator Kevin Singletary, and Town Clerk Shannon Bowers

Guests: Will Spencer and Chris Bond – Lowes Foods, Laura Huggins – Law Office of Laura H. Huggins, LLC

Call to Order: Chairman Reed called the meeting to order at 6:03 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 Smith made the motion to approve the April 8, 2021 meeting minutes as presented. Member Tucker seconded the motion. No further discussion on the minutes. All in favor, motion carried.

Chairman Harmon Reed: Yes

Member Alison Allen: Yes

Member Dan Smith: Yes

Member Bryson Tucker: Yes

Public Comments

Old Business

Chairman Reed asked Director Burroughs the status of the two-by-two meeting. Director Burroughs reported that one meeting had taken place, but no decisions had been made at that time. She stated a second two-by-two has not taken place because she was waiting to hire a new person to the Zoning Administrator position.

New Business

Introduction of new Zoning Administrator: Director Burroughs introduced the new Zoning Administrator (ZA) Kevin Singletary to the Architectural Review Board (ARB). Kevin is a Chapin native and graduated from Chapin High School in 2012 and the College of Charleston. He comes to the Town from Edgefield County.

Architectural Review Application resubmittal for Lowe's Foods: ZA Singletary reported upon his brief review of the application, what they are presenting is within the guidelines of the ordinance. He suggested bringing the applicant forward to present their changes to the ARB. Director Burroughs also noted they are changing the plans from the original submittal and staff is treating the plan changes and the parking lot concept as one submittal, rather than two separate items.

Will Spencer is the architect in charge of the Lowe's Foods project. He noted that the exterior colors and materials are the same as what was submitted in December of 2020. The outside units of the shopping center have been painted the corporate colors for Lowe's Foods, and they are asking for approval to paint the rest of the building to make it look cohesive. Mr. Spencer stated the original design showed a more extensive sloped parapet at the main entrance with raised gables and clear windows and stone wrapped columns. The new design shows a less sloped parapet at the main entrance, no raised gables, and no stone wrapped columns. Mr. Spencer stated the new design would leave the original brick on the building while painting the metal canopies green and

the upper portion and trim cream. Mr. Spencer noted that budget changes was the main reason for these changes, as the cost of materials has gotten too high.

Chris Bond with Lowe's Foods, noted this is the most cost-effective change for this location in order to make it look more like a Lowe's Foods and less like a BI-LO. He stated that changes were already under way inside the store and want to get the outside changed. Director Burroughs asked if at some point in the future would they consider making this location look like the other Lowe's Foods. Mr. Bond stated typically Lowe's Foods would renovate every seven years or so, and if this location were to perform well, it was possible they would come back in a year to continue the upgrades. Chairman Reed expressed his disappointment that the original plan has not been implemented and is not what they are asking the ARB to approve, but understands the cost of materials has somewhat affected this renovation.

Member Smith made the motion to approve the revised plans as submitted. There was no second for the motion to proceed. Chairman Reed made a new motion for Lowe's Foods to submit new plans retaining original planned architectural design elements with revised elevation and side elements. Member Allen seconded the motion. All in favor, motion carried.

Chairman Harmon Reed: Yes
Member Dan Smith: Yes

Member Alison Allen: Yes
Member Bryson Tucker: Yes

Mr. Spencer stated Lowe's Foods has incorporated a grocery to-go pick up at each of their locations. New construction of Lowe's Foods incorporates a "drive-through" pull up to the building. They utilize the parking lot for this service when renovating existing buildings. Mr. Spencer stated they would not be losing spaces, but would be encroaching on several spaces to accommodate the to-go grocery parking. ZA Singletary stated he and Mr. Spencer can work through the plans to make sure this complies with Town ordinances for parking space and sign requirements; however, they will need time to make this accommodation. Mr. Spencer stated he would be prepared to present that again when they return with the revisions.

Chairman Reed made the motion to allow ZA Singletary to approve the parking lot concept and associated signage. Member Tucker seconded the motion. All in favor, motion carried.

Chairman Harmon Reed: Yes
Member Dan Smith: Yes

Member Alison Allen: Yes
Member Bryson Tucker: Yes

Architectural Review Application for Law Offices of Laura Huggins: ZA Singletary explained to the ARB he gave these plans a quick review and found them to be in compliance with the zoning ordinances. Member Tucker made the motion to accept staff's recommendation to approve as submitted. Member Smith seconded the motion. Discussion followed.

Chairman Reed noted the plans submitted did not indicate where parking would be located, and per the Town ordinance for Office Commercial (OC), there needed to be 10 spaces per 100 feet. Laura Huggins explained to the ARB that the parking lot is currently stone gravel, and will continue the same. A garage currently on the property will be removed to accommodate for the parking. Ms. Huggins stated that previous ZA Ian Ashford met with her before plans were even drawn, and he informed her as long as the structure was under 3,000 square feet, they would be good on parking. She also noted that she has met with Lexington County and they are good to go with these plans.

Chairman Reed amended the motion to include the approval with the condition that a parking plan be submitted to the ZA. Member Smith seconded the motion. No further discussion. All in favor, motion carried.

Chairman Harmon Reed: Yes
Member Dan Smith: Yes

Member Alison Allen: Yes
Member Bryson Tucker: Yes

Discussion: Pain Colors: Director Burroughs stated that business owners are not going before the ARB before repainting or changing the outside of their buildings. Current Town code dictates they have to present to the ARB for an approval of paint colors. The color palette submitted for the ARB to review is an attempt at clearing up confusion by giving business owners a better idea of what the ARB would approve without having to present to the board. She explained this color palette would be referenced in the ordinance and used as a tool by staff to approve paint colors. If a business owner wished to paint their building a color not on the approved palette, they would then have to submit to the ARB for approval. She also noted colors approved would be added to this list as well as discontinued colors would be removed.

Open Comments: None

Adjournment: Member Tucker moved to adjourn the ARB Meeting. Member Smith seconded the motion. Meeting adjourned at 7:53 p.m.

ARB APPROVED (Date): _____

Chairman Harmon Reed

Attest:

Town Clerk, Shannon Bowers

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