

CHAPIN PLANNING COMMISSION MEETING MINUTES

**Tuesday June 23, 2020
4:00 P.M.**

Electronic Meeting

Members Present: Chairman Zack Haney, Vice Chairman Rae Davis, Member Jeff Grover and Member Doug Barnett

Members Absent: Member Jerry Shealy

Staff Present: Zoning Administrator Ian Ashford and Town Clerk Shannon Bowers

Guests: None

Call to Order: Chairman Haney called the meeting to order at 4:01 p.m. Municipal Clerk Bowers did a roll call to determine attendance. Chairman Haney 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 May 26, 2020 meeting minutes and June 9, 2020 Work Session minutes. Chairman Zack Haney seconded the motion. All in favor to approve the May 26, 2020 meeting minutes, motion carried. Member Barnett felt he could not offer a vote on the June 9, 2020 Work Session minutes, as he was not present for that meeting but did acknowledge he had reviewed them.

Zoning Amendments for Articles 3-5

Chairman Haney made a motion to accept the Zoning Amendments for Articles 3-5. Vice Chairman Rae Davis seconded the motion.

Zoning Administrator (ZA) Ashford asked if there were any further questions from the Planning Commission. Member Grover stated that he had questions regarding when the discussion about setbacks and conditions for the new residential district were going to be. ZA Ashford noted that the discussion about setbacks were not advantageous to do now as that discussion would cover all the zoning districts, not just the rural residential district. He suggested setting a date in July for a work session to discuss the conditions for the new zoning district. Member Grover stated that the general setbacks were his main concern, but is ok moving forward with the zoning amendments despite not defining these points. All in favor, motion carried.

Chairman Haney: Yes
Vice Chairman Davis: Yes
Member Grover: Yes

Member Barnett: Yes
Member Shealy: Absent

Comments:

There were no public comments.

Member Grover asked the Planning Commission to begin considering larger issues such as setbacks, driveways, and overall look to improve appearance of our town.

Chairman Haney asked to set a date for the next Planning Commission work session and July 8, 2020 at 4:00 p.m. was set. This meeting will also be an electronic meeting.

ZA Ashford informed the Planning Commission that he is starting over with the signage ordinance. He will be writing a new ordinance that will make it more uniform. He also noted that he was working next on Article 10 of the zoning ordinance which addresses the overlay district for the Town.

Adjournment: Member Grover moved to adjourn the Planning Commission Meeting. Member Barnett seconded the motion. All were in favor, motion carried. Meeting adjourned at 4:40 p.m.

PC APPROVED (Date): July 21, 2020