

CHAPIN PLANNING COMMISSION MEETING MINUTES

**Tuesday, July 24, 2018
4:00 P.M.**

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

Members Present: Chairman Kevin Sheppard, Vice Chairman Jim Palassis, Member Doug Barnett, and Member Joe Dever

Members Absent: Member Kenneth King

Staff Present: Director of Planning & Zoning Nathan Powell and Town Clerk Julie Hammond

Guests: None

Call to Order: 4:00 p.m.

Approval of Minutes: Planning Commission Members reviewed the minutes of June 26, 2018. PC Member Dever moved to approve the minutes as presented. Vice Chairman Palassis seconded the motion. All were in favor, motion carried.

Reports

Discussion of June 28, 2018 Joint Meeting: The Joint Meeting consists of 2 Council Members, 2 Planning Commission (PC) Members, and 2 Architectural Review Board (ARB) Members. Director Powell indicated a point of discussion regarding combining the ARB and PC was not recommended by the South Carolina Municipal Association because of the separate and distinct roles of each body.

The ARB would like full review of parking, signage, landscaping, and retention ponds. PC Members discussed review of retention ponds and indicated that Lexington County had review of all stormwater. However, additional guidance in the Zoning Ordinance as far as aesthetics and centralized or “community ponds” to be shared by establishments was discussed. Director Powell’s first priority would be working on the Overlay Districts and updating the Zoning Ordinance so that it was compatible with the Comprehensive Plan.

PC Members were okay with having the ARB review signage, landscaping, and retention ponds but would like parking to stay under PC purview. The PC is responsible for the Zoning Ordinance and the ARB is responsible for enforcing architectural styles within the Zoning Ordinance. Parking impacts walk/bike ability and the PC is responsible for the vision of the Town.

Old Business

Chairman Sheppard expressed thanks for the I-26 Widening Project and S-48 Improvement Project Presentation that was given last month by SC Department of Transportation and Lexington County Representatives.

New Business

Items noted included:

1. Board and Commission Training – August 28, 2018 from 4:00 to 7:00 p.m.
2. Bike/Pedestrian Master Plan Meeting w/Central Midlands COG – July 31, 2018

Adjournment: Vice Chairman Palassis moved to adjourn the Planning Commission Meeting. PC Member Dever seconded the motion. All were in favor, motion carried. Meeting adjourned at 4:35 p.m.

PC APPROVED: August 28, 2018