

CHAPIN PLANNING COMMISSION MEETING MINUTES

Tuesday, July 25, 2017
3:30 P.M.

Town Council Chambers
157 NW Columbia Ave, Chapin

Members Present: Chairman George Duke, Member Doug Barnett, Member Kenneth King, and Member Kevin Sheppard

Members Absent: Member Jim Palassis

Staff Present: Zoning Administrator Chris Clauson and Town Clerk Julie Hammond

Guests: None

Call to Order: 3:54 p.m. – Due to lack of quorum and late arrival of Members Barnett and King.

Approval of Minutes: Planning Commission (PC) Members reviewed the minutes. Member Sheppard moved to approve the minutes from the June 27, 2017 meeting as presented. Member King seconded the motion. All were in favor, motion carried.

Reports

None

Old Business

None

New Business

Discussion of Brighton Boulevard Boundary Survey: Administrator Clauson presented information on the Brighton Boulevard (Blvd) Boundary Survey “Exhibit A” which included: Subdivision Requirements, Sketch Plan Checklist; Minimum Design Standards Checklist, and Boundary Surveys dated May 12, 2009 and November 8, 2013.

- The existing road (Brighton Blvd) has no apparent approval through the Planning Commission at this time and does not meet the Subdivision Regulations.
- The plat approval process (Traffic Impact Study, Sketch Plan, Preliminary Plat, and Final Plat) was not followed.
- Street naming has not been approved.
- Street layout is in violation of the Subdivision Regulations by cutting off access to parcel TMS #000700-01-020 (owned by Donna Mills).
- There is no apparent reservation of public sites offered.
- Street tree plantings are required by the Subdivision Regulations.
- Traffic control devices may be warranted per the Subdivision Regulations.

Planning Commission Members reviewed the materials and asked if Lexington County was aware of the problem. Administrator Clauson has been pointing it out for the last two years but had brought it to the attention of the Lexington County New Economic Director and Staff recently.

Member King moved to have Administrator Clauson address a letter to Lexington County requesting a meeting or depicting issues needing to be resolved. Chairman Duke seconded the motion. All were in favor, motion carried.

Election of Planning Commission Chairman: Chairman Duke noted that he had been elected Chairman on February 23, 2016 and thought it was past time to review the position. With no term limits imposed, Member Sheppard moved to recommend Chairman Duke retain the position of Chairman. Member Barnett seconded the motion. All were in favor, motion carried.

Member Sheppard would remain in the Vice Chair position.

Adjournment: Chairman Duke moved to adjourn the Planning Commission Meeting. Member King seconded the motion. All were in favor, motion carried. Meeting adjourned at 4:47 p.m.

PC APPROVED: August 22, 2017