

CHAPIN PLANNING COMMISSION WORK SESSION MEETING MINUTES

**Wednesday August 5, 2020
3:00 P.M.**

Town Hall Community Room

Members Present: Vice Chairman Rae Davis and Member Jeff Grover

Members Absent: Member Jerry Shealy and Chairman Zack Haney

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

Guests: None

Call to Order: Vice Chairman Davis called the meeting to order at 3:32 p.m. Vice Chairman Davis determined there was not a quorum, and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Discussion

Zoning Administrator (ZA) Ashford began the discussion by describing the map he created showing the different types of roads located in the Town limits order to facilitate the discussion about setbacks. The road layout came from information from Lexington County and South Carolina Department of Transportation (SCDOT). ZA Ashford noted that he pulled the definitions of the road classifications from a legal organization website and are the closest definition to what is used by Lexington County. They are as follows:

- Arterial road or Arterial thoroughfare– a high -capacity urban road. The primary function of an arterial road is to deliver traffic from collector roads to freeways or expressways, and between urban centers at the highest level of service possible.
- Collector Road or Distributor Road – a low-to-moderate capacity road which serves to move traffic from local streets to arterial roads. Unlike arterials, collector roads are designed to provide access to residential properties.
- Local Road – A street that is primarily used to gain access to the property bordering it (local road, frontage road, service road). A local road that runs parallel to an expressway and allows local traffic to gain access to property.

ZA Ashford noted that the County also classifies driveway/alleyways and limited access high roads (interstate). He also noted that there were only two arterial roads located in the Town: Chapin Road and Columbia Avenue and the purpose of this discussion is to talk about the front setbacks for the entire town before the road widening projects begin.

Currently on arterial roads in the Town the front setback is set at 25-30ft from the property lines. The example given was on Columbia Avenue the right-of-way is approximately 66 feet, which means there is approximately 33 feet from the center line of the road to the property line which gives a 12-15 buffer between property line and start of the road. The setback for the property starts at the property line, not at the road. When the road is widened, the setbacks would get smaller, making those properties closer to the road.

Member Grover asked if they would ever be able to widen the road at the China Wok/S&S Destination on Chapin Road, or would they have to acquire parts of one or the other through eminent domain in order to widen the road.

Director Burroughs stated that the point is to widen the S-48 corridor first to see if that alleviates the traffic concerns before justifying widening Chapin Road. She suggested setting the setbacks for each district first, then setbacks for the road classifications that may fall outside of each district but still in Town limits, so that future businesses would not be limited to what they could do with the properties located on these roads. She also noted that setbacks along Columbia Avenue is a main concern right now because that area is continuing to develop and current setbacks may present problems when the road is widened. Director Burroughs then asked ZA Ashford what his recommendation for setbacks would be. ZA Ashford stated that he would like to see an arterial road setback to be 50ft, collector road to the 35ft, and local road to be 25ft. Vice Chair Davis asked if to provide for the same aesthetic, could those setback numbers be adjusted to a 60ft arterial, 40ft collector, and 30ft.

Member Grover pointed out that there are already buildings on these roads closer than the proposed setbacks. Changing the existing setbacks would result in a somewhat disorganized looking row of buildings that would not look appealing. ZA Ashford noted that those properties could apply for and be issued a variance to them if the situation is applicable.

Director Burroughs stated that it would be encouraging for new development on Columbia Avenue with larger setbacks. Businesses on this road may change to a collector road instead of arterial.

Director Burroughs suggested that ZA Ashford could send out a new map with the current overlays to compare. Vice Chair Davis also suggested having a future development map to show where the S-48 corridor would be to compare.

Member Grover requested clarification if the setbacks being proposed were to be 60ft-40ft-30ft. ZA Ashford noted that the local road setback was currently set at 25ft. He recommended that they not make the setbacks smaller than what is currently allowed. ZA Ashford suggest making the setbacks to be 60ft for arterial, 35ft for collector, and 25ft for local.

Vice Chair Davis suggested organizing the setback rule structure to facilitate easier assignment of setback rules to allow for maximum flexibility. This would allow overlay district setbacks to be applied unless a sub-level category refines, redefines, or provides an exception to the overall setbacks. She also noted that Director Burroughs suggested having a separate work session for the overlay district discussion. ZA Ashford stated that he would like to have the Architectural Review Board involved with that discussion. He also noted that he could have new maps from this discussion to put on the agenda for the regular Planning Commission meeting.

ZA Ashford also noted that there is one PC spot open and it will be posted for the next 30 days and have already received one application.

Adjournment: Member Grover moved to adjourn the Planning Commission Meeting. Vice Chairman Davis seconded the motion. All were in favor, motion carried. Meeting adjourned at 4:30 p.m.

PC APPROVED (Date): _____ September 22, 2020 _____