

CHAPIN PLANNING COMMISSION REGULAR MEETING MINUTES

**Tuesday August 25, 2020
4:00 P.M.**

Town Hall Community Room

Members Present: Member Jeff Grover, Member Jerry Shealy, Chairman Zack Haney (remotely)

Members Absent: Vice Chair Rae Davis

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

Guests: None

Call to Order: Chairman Haney called the meeting to order at 4:03 p.m. He 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: The PC agreed to move the approval of the meeting minutes to the next scheduled meeting. Several members were absent from the previous two meetings and wanted time to review the meeting minutes.

Discussion

Zoning Administrator (ZA) Ashford began the discussion by stating that it has become necessary to expand the front setbacks due to road widening projects happening faster than what had been planned for. He presented a map showing the different types of roads located in the Town limits. 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.

It was suggested at the previous meeting that front set backs be changed to 60ft for arterial roads, 35ft for collector roads, and 25ft for local roads and that the overlay district setbacks would supersede road setbacks where applicable, then road setbacks where no overlay district setback was established. Member Grover stated that he did not agree to these numbers at the work session, but upon further research in preparation for this meeting, has no objection to the front setbacks being changed with these numbers.

Director Burroughs noted that Columbia Avenue is a priority since new businesses are being established along that corridor. She recommended changing the Gateway and Boulevard district setbacks to 60ft now and revisit the other districts at a later date. This would avoid new businesses along that corridor from being to close to the road in the future.

Chairman Haney stated that without having proposals and knowing what offsets from developer proposals would be, he felt a decision could not be made at this time. He also noted that he would like Vice Chairman Davis' opinion on the topic before deciding. Chairman Haney made a motion to move the discussion to a later date. Member Shealy seconded. All in favor, motion carried.

Chairman Zack Haney: Yes
Member Jeff Grover: Yes

Member Jerry Shealy: Yes
Vice Chairman Rae Davis: Absent

Open time for Planning Commission and Staff: Member Grover wanted to bring to the Planning Commissions attention that a meeting still needed to be set for discussion about overlay districts and the sign ordinance. He also noted that Lowe's Food was advertising hiring for positions in the Chapin area. Director Burroughs stated she would look into that.

Adjournment: Member Grover moved to adjourn the Planning Commission Meeting. Member Shealy seconded the motion. All were in favor, motion carried. Meeting adjourned at 4:49 p.m.

PC APPROVED (Date): September 22, 2020