

**CHAPIN TOWN COUNCIL
Special Called Meeting & Work Session Meeting Minutes**

**Thursday September 17, 2020
3:00 p.m.**

**Town Hall Community Room
157 NW Columbia Ave, Chapin**

Members Present: Mayor David W. Knight, Council Member Kay Hollis, Council Member Leland Teal, and Council Member Mike Clonts

Members Absent: Mayor Pro Tem Al Koon

Staff Present: Director of Finance Laura Culler, Chief of Police Seth Zeigler, Director of Public Affairs Nicholle Burroughs, Zoning Administrator Ian Ashford, Town Clerk Shannon Bowers

Staff Absent: Utilities Director Andy Metts

Guests: none

Call to Order: Mayor Knight called the meeting to order at 3:00 p.m. and determined there was a quorum. The appropriate notifications in compliance with the SC Freedom of Information Act had been met.

New Business

Rural Residential District Use Conditions Discussion: Zoning Administrator (ZA) Ashford began by noting that all of the conditions set for the Rural Residential (RD) District were based off Residential District conditions in other residential districts within Town limits with the exception of two categories: Agricultural uses and manufactured homes uses. These two categories have never been used before and the Planning Commission has come up with specific conditions for these categories for use in the RD District. This is the only district in the Town limits where these would be permitted.

Agricultural uses would include crops and crop production, animal farming, animal production, cattle, hogs, pigs, fish, and horse and equestrian uses. ZA Ashford explained that the guidelines in the use chart are based off of surrounding county guidelines from Lexington, Newberry, and Fairfield that have rural districts that allow for these uses, and DHEC regulations. ZA Ashford noted that he chose the uses that worked best for Chapin, but were the least restrictive.

Mayor Knight and Member Teal both expressed concern that these conditions are too restrictive and may discourage people from annexing into the Town. ZA Ashford explained that these conditions would not affect properties currently being used for agricultural purposes that wish to annex into Town. These conditions would only apply to new properties being developed for agricultural uses, should they want to annex into Town limits. He also explained that a lot of times, Lexington County conditions can be too restrictive and throughout his research, tried to pull the use conditions that would work for the Town, but were the least restrictive. ZA Ashford also noted that the other conditions for the RD district were taken from residential districts that currently exist in Town. Mayor Knight would like to see what surrounding areas have for their agricultural use conditions before approving them for Chapin. Mayor Knight expressed that he would like these conditions to be less restrictive and does not like the fact that the same residential requirements are being applied to the Rural District as what we already have in other residential districts.

ZA Ashford then explained the use conditions for manufactured dwellings. Most of the use conditions came from Lexington County requirements. Manufactured homes for residential uses

have to follow specific codes to be considered a residential use. These conditions are what the Town will require for manufactured dwellings, Lexington County Building codes will apply in addition to Town requirements.

Town Holiday Events: Mayor Knight explained that he, Mayor Pro Tem Koon, and Director Burroughs had a discussion about Town sponsored Holiday events. He noted that while we do not sponsor anything for Halloween, we do usually hold a Christmas event, but given that COVID-19 still poses a public health threat, wondered if we should cancel it.

Director Burroughs expressed her concern over holding the Christmas event this year due to the COVID-19 pandemic. The event usually consists of refreshments, crafts for the kids, story time, pictures with Santa, and the tree lighting, but Director Burroughs did not feel comfortable in holding the event in that same capacity this year.

Director Burroughs noted that the Irmo-Chapin Recreation Commission is holding a Halloween/Fall Festival at Melvin Park in order to continue the event while providing for social distancing. She believes the event will end with a movie on one of the fields. She noted that the Town could participate in helping to advertise for this event.

Director Burroughs also noted that November 5-7, 2020 will be the annual Holiday Open House. This is an event that is usually hosted by the Greater Chapin Chamber of Commerce, however, since they have just hired a new director, Director Burroughs agreed that the Town would host the event this year and turn it back over the Chamber next year. The Holiday Open House is an event that promotes and supports shopping at local, small businesses for the holidays.

The suggestion was made for the Christmas event to hold a drive-in tree lighting or a drive through light display. Director Burroughs felt that rather than try to hold a separate event this year, she would rather the Town put efforts into supporting the Chapin businesses and spending the money allocated for Christmas decorations into making the Town look nice for the Holiday season.

Hometown Economic Grant Resolution: Director Burroughs explained that the Hometown Economic Development Grant is one of a few grants offered by the South Carolina Municipal Association that requires a resolution by council to match funds for the grant, should it be awarded. This grant application would be for \$25,000, and requires 5% match from the Town, which would be \$1,250.00. Director Burroughs hopes that this money could be used for the development of and use of wayfinding signage in and around the town. This would help visitors and residents navigate to places like Dreher Island State Park and other area attractions. Wayfinding signage was previously identified in the Town's strategic plan and comprehensive plan. Funds collected from the hospitality tax can be used towards this match. The Resolution is due September 25, 2020.

Member Teal made a motion to accept the resolution committing the Town of Chapin to providing a local match for a Municipal Association of South Carolina Hometown Economic Development Grant. Member Clonts seconded the motion. All in favor, motion carried.

Mayor David Knight: Yes
Member Leland Teal: Yes

Member Mike Clonts: Yes
Member Kay Hollis: Yes

Items for discussion for next Council meeting

There were no items discussed for the next Council Meeting. The next Council meeting will be October 6, 2020. It was decided to have this meeting at 3:00 p.m. in the community room.

Public Comments

There were no public comments.

Adjournment:

Member Clonts made a motion to adjourn the meeting. Member Teal seconded. Meeting was adjourned at 4:05 p.m.

COUNCIL APPROVED: October 6, 2020