

CHAPIN PLANNING COMMISSION REGULAR MEETING MINUTES

**Tuesday September 22, 2020
4:00 P.M.**

Town Hall Community Room

Members Present: Member Jeff Grover, Member Jerry Shealy, Chairman Zack Haney (remotely), Vice Chairman Rae Davis (arrived at 4:09 p.m.)

Members Absent: none

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

Guests: Al Koon, Charles and Bertha Phillips

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: Member Grover made motions to approve the July 21, 2020 Re-scheduled meeting minutes, the August 5, 2020 Work Session minutes, and the August 25, 2020 Regular Meeting minutes. Member Shealy seconded the motions. No further discussion was had. All in favor, motion carried.

Old Business:

Zoning Administrator (ZA) Ashford stated the reason for the setback discussion was the eventual widening of Columbia Avenue. A developer has submitted plans to build along Columbia Avenue with the new property off the proposed setback for the widening. This means that the proposed right of way is public knowledge. These plans still make the property 30ft from the right of way, and ZA Ashford feels that is still not enough space. With the knowledge that the proposed right of way is public knowledge, he recommends the setbacks be set at 40 ft.

Member Grover expressed concern over making the setbacks on Columbia Ave wider but not Chapin Road because he feels there would be some inconsistency between the two. Chairman Haney noted that there are already businesses established along Chapin Road that cannot be moved and these setbacks would not apply to them. ZA Ashford agreed, and clarified that the setbacks would be in the idea of annexing property into town limits to help new development in the future. He also noted that Chapin Road was in an overlay district, and based on previous conversation, the overlay would supersede the road classifications. Vice Chairman Davis suggested making the setbacks as wide as possible to allow for enough room for future development. ZA Ashford suggested that they table the setback discussion to the end of the meeting in order for the Planning Commission (PC) to think about the new information presented.

New Business:

a. Recommendation to approve subdivision request:

ZA Ashford presented to the PC that the owners of the property, Charles and Bertha Phillips, located at 209 and 211 East Boundary Street. The lot is exactly one acre and had previously been subdivided. When the Phillips' purchased both parcels, they made it one lot. They would now like to split the lot into two tracts and have them zoned General Commercial. ZA Ashford noted that this lot split into two would still meet all zoning requirement for the

Town. It is ZA Ashford’s recommendation to approve the subdivision request as presented. Chairman Haney wanted to make sure the Phillips’ were clear in understanding there are future improvements to East Boundary Street and Columbia Ave. The Phillips’ confirmed that they were. Vice Chairman Davis made a motion to approve the subdivision request to divide 209 and 211 East Boundary Street into two parcels. Member Shealy seconded the motion. No further discussion was had. All in favor, motion carried.

Chairman Zack Haney: Yes

Member Jerry Shealy: Yes

Vice Chairman Rae Davis: Yes

Member Jeff Grover: Yes

b. Recommendation to approve zoning map amendment (rezoning) application:

ZA Ashford stated that the owners of 101 Water Street have requested to rezone their property from Low Density Residential /RS-1 to General Commercial. This lot is located directly across from one of the Publix entrances. The applicant would like to develop or sell this property for commercial use. All properties surrounding this lot are zoned General Commercial and three properties surrounding this lot are vacant. The fourth lot across from this lot is Publix. ZA Ashford also noted that according to the current zoning map, this is the only residential property in that area. The future land use map shows this area to be of mixed use, and rezoning to General Commercial would follow this guideline. ZA Ashford recommends the application for approval by Town Council as presented. Vice Chairman Davis made a motion to accept the application for approval as presented. Member Grover seconded the motion. No further discussion was had. All in favor, motion carried.

Chairman Zack Haney: Yes

Member Jerry Shealy: Yes

Vice Chairman Rae Davis: Yes

Member Jeff Grover: Yes

c. Recommendation to approve zoning map amendment (rezoning) application:

ZA Ashford stated that the owners of 322 Clark Street wish to rezone their property from Low Density Residential/RS-1 to General Commercial. The lot is currently being used as a single-family residential dwelling, but the applicant wishes to rezone the property due to the S-48 widening project. The road widening is projected to be directly in front of the property. The property to the north is zoned General Commercial and used as General Commercial, to the south is zoned Office Commercial and used as Office Commercial, to the east is zoned Office Commercial and is the parking lot to GIS, and to the west is two parcels, one zoned for single family residential and used for Residential and the other zoned Office Commercial and is used for Office Commercial. The future land use shows this area to be mixed use and rezoning to General Commercial would follow this guideline. ZA Ashford recommends the application for approval by Town Council as presented. Member Shealy made a motion to accept the application for approval as presented. Vice Chairman Davis seconded the motion. Discussion followed. Member Grover expressed concerns that the PC was only recommending something based on what surrounding areas are labeled similarly and are making decisions that go against the future land use map. Members of the PC were in agreement that more thought and detail need to be put into decisions based on the future land use.

The PC voted to approve the recommendation to council for approval to rezone, but PC recommends rezoning to Office Commercial instead of General Commercial. The PC requests for the applicant to reapply for Office Commercial.

Chairman Zack Haney: Yes

Member Jerry Shealy: Yes

Vice Chairman Rae Davis: Yes

Member Jeff Grover: Yes

Open time for Planning Commission and Staff:

ZA Ashford reopened the discussion about the setbacks. Chairman Haney noted that he was open to suggestions on how to proceed. ZA Ashford stated that by allowing the setbacks to be 40 ft, it gives the property owner a 10 ft area for potential landscaping and beautification.

ZA Ashford informed the PC that an open seat is still available on the PC and he will be making a recommendation to Council at the October 6, 2020 Town Council meeting.

He also asked the PC to consider the possibility of adding more members and suggested moving the time for the regular PC meetings to 6:00 p.m.

Member Grover suggested having a work session to discuss future land use and architectural color use in town limits. ZA Ashford noted that he would prefer the Architectural Review Board (ARB) be available for the discussion about architectural color use and a joint meeting between the PC and ARB could be planned for the future.

Public Comments: There were no public comments.

Adjournment: Chairman Haney moved to adjourn the Planning Commission Meeting. Member Grover seconded the motion. All were in favor, motion carried. Meeting adjourned at 5:19 p.m.

PC APPROVED (Date): October 27, 2020