

## CHAPIN PLANNING COMMISSION MEETING MINUTES

**Tuesday, October 23, 2018  
4:00 P.M.**

**Town Council Chambers  
157 NW Columbia Ave, Chapin**

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**Members Present:** Chairman Kevin Sheppard, Vice Chairman Jim Palassis, Member Doug Barnett, Member Joe Dever, and Member Kenneth King

**Members Absent:** None

**Staff Present:** Director of Planning & Zoning Nathan Powell and Town Clerk Julie Hammond

**Guests:** None

**Call to Order:** 4:00 p.m.

**Approval of Minutes:** Planning Commission (PC) Members reviewed the minutes of September 25, 2018. Vice Chairman Palassis moved to approve the minutes as presented. PC Member King seconded the motion. All were in favor, motion carried.

### **Reports**

**Zoning Ordinance Update:** Director Powell reported the ordinance to update the duties/purview of the Architectural Review Board and Planning Commission were currently under review by the Town Attorney and compliance with the 2018 Municipal Association Planning Guide.

**Comprehensive Plan Update – Chapter 2 Population:** Chapter 2 Population updates would be forthcoming with statistical information being provided by Dennis Dickerson at the Revenue and Fiscal Affairs Office in the Health and Demographics Division.

PC Members felt it would be beneficial to include statistical information in the greater Chapin area not just within Town limits.

### **Old Business**

None

### **New Business**

**Review/Discussion of the Town of Chapin Comprehensive Plan:** PC Members reviewed Chapters 3 – Economic Development “Exhibit A;” Chapter 4 – Natural Resources “Exhibit B;” and Chapter 5 – Historic & Cultural Resources “Exhibit C.”

Items noted included:

**Chapters 3 – Economic Development:** Director Powell provided a list of Chapin’s top employers organized by the number of employees “Exhibit D.”

1. Figure 3.1 – Lexington County Unemployment Trends was missing;

2. Table 3.3: 2009 Public Sector Employment was missing; and
3. Information from the 2017 Chapin Economic Development Strategic Plan could be used to update information in Chapter 3 of the Comprehensive Plan.

**Chapter 4 – Natural Resources:** Chapter 4 had been reviewed. Minor spelling changes included:

1. 4.2.3 Vegetation – Successional to successional; and
2. 4.2.5 Environmentally Sensitive Areas – Department of Environmental Control to Department of Health and Environmental Control (DHEC).

**Chapter 5 – Historic & Cultural Resources:**

1. 5.2.2 Historic Sites – Chairman Sheppard would get updated photos of Mt. Zion Baptist Church and St. John AME Church;
2. 5.2.2 Historic Sites – Distric to District;
3. 5.3: Goals, Objectives and Strategies – PC Members wanted guidance from Council prior to moving forward on the “Objectives” (Preserve historic structures and small-town integrity by implementing a historic preservation program.) in light of the Planning Commission’s recommendation and Council’s decision earlier this year to defer a Historical Preservation Ordinance which would allow Town Council to make a local historic designation on property without the consent of the property owner; and
4. 5.3: Goals, Objectives and Strategies – PC Members wanted clarification/discussion prior to moving forward on the “Strategies” of how the Town would work with the Chapin Historical Association (CHA).

PC Member Dever moved to accept Chapters 3, 4, and 5 of the Comprehensive Plan as information for discussion of the meeting. PC Member King seconded the motion. All were in favor, motion carried.

**Adjournment:** Vice Chairman Palassis moved to adjourn the Planning Commission Meeting. PC Member Dever seconded the motion. All were in favor, motion carried. Meeting adjourned at 4:46 p.m.

PC APPROVED: \_\_\_\_\_ November 27, 2018