

TOWN OF CHAPIN ARCHITECTURAL REVIEW BOARD MEETING MINUTES

Thursday, November 5, 2020
6:00 P.M.

Town Hall Community Room
157 NW Columbia Ave, Chapin

Members Present: Vice Chairman Gerald Meetze, Member Dan Smith, and Member Bryson Tucker

Members Absent: Member Terri Scheper, Chairman Harmon Reed

Staff Present: Zoning Administrator Ian Ashford, Public Affairs Director Nicholle Burroughs, and Mayor David Knight

Guests: Ladislao Castrejon with La Fogata, Brint Motley, Cole Motley, Jeff Grover

Call to Order: Vice Chairman Meetze called the meeting to order at 5:57 p.m., 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 Architectural Review Board (ARB) reviewed the October 1, 2020 Re-scheduled Meeting Minutes. Member Smith made a motion to approve the October 1, 2020 meeting minutes as presented. Member Tucker seconded the motion. All were in favor, motion carried.

Public Comments

None to report

Old Business

La Fogata – 105 Amicks Ferry Road:

Member Smith made a motion to accept submittal of the plans for the La Fogata construction. Member Tucker Seconded the motion. Discussion followed.

ZA Ashford opened with report. As presented in the last meeting, La Fogata is doing an update to their building by adding an addition to the front of the primary structure and updating the building façade. In the last meeting ARB Chairman Mr. Harmon Reed made the suggestion that the La Fogata representatives meet with ZA Ashford to discuss the architectural guidelines. Staff met with the La Fogata Representatives and discussed the design and construction of the plans presented today. They have met the expectations of staff.

In the last meeting two specific concerns were mentioned. The first was the use of stucco needed to only be as an accent. As addressed in the new plan it shows to be a small accent above the pitched roof. The second being the pitched roof. In this overlay district we require a pitched roof. In the first plan the pitched roof element was removed. This new plan shows a pitched roof accent and now extends across the addition. The new building façade is primarily constructed of brick with the already mentioned stucco accent. The visually pitched roof element on the plan shows is made of vinyl tile that has the appearance of a terracotta style roof. The actual sample is made of metal.

ZA Ashford stated that the architect has addressed all concerns mentioned in the first meeting and the staff recommends approval of the plans and issuance of the COA.

Member Smith made a motion to approve the plans and issue the COA. Member Tucker seconded the motion. Discussion followed.

The ARB voted to approve the plans and issue the COA. Vote was unanimous.

Vice Chairman Gerald Meetze: Yes

Member Bryson Tucker: Yes

Member Dan Smith: Yes

New Business:

Proposed Board Term Updates

Director Burroughs opened with presenting new proposed board terms procedures. She stated that four current board member terms will expire all in the same year. Director Burroughs proposed that all Boards and Commissions have expiring terms on December 31. It would have rolling terms so one year you would lose two members, the next year you would lose two more members and the following year you would lose one member then the cycle will start over the following year. This would prevent losing more than two members in the same term.

The new terms would be Vice Chairman Meetze would expire December 31, 2020, Chairman Reed and member Tucker's terms would expire December 31, 2022 and member Scheper and member Smiths Terms would expire December 31, 2021.

Discussion opened with Vice Chairman Meetze asking if we would continue to reappoint as we have been doing in the past. PR Director Burroughs recommendation is to allow for two consecutive terms and then have a two-year break due to the high level of interest the community has for applying for the Boards and Commissions. Vice Chairman Meetze proceeded to ask what are his options when his term is up in December. PR Director Burroughs stated he can reapply for the board or take the two years off then reapply then. Director Burroughs then stated the reapply would be a new submission of an application not a reappointment and would need to go through the process and appointment by Town Council.

Member Smith Made a motion to approve the new term dates. Member Tucker seconded the motion.

The ARB approved the new term dates. Vote was unanimous.

Vice Chairman Gerald Meetze: Yes

Member Bryson Tucker: Yes

Member Dan Smith: Yes

Open Comments:

Za Ashford brought the ARB up to speed with new projects coming in the near future with the new Lowes food, new American Legion building, and two proposed subdivisions.

ZA Ashford also updated the ARB on the progress of the Overlay Districts and the Architectural Design Standard updates. ZA Ashford then stated the Town has sent out and RFP for consulting the Comprehensive Plan update out.

Director Burroughs gave an update on Columbia Avenue and new exit project by the SCDOT.

Adjournment: Member Smith moved to adjourn the ARB Meeting. Member Tucker seconded the motion. Meeting adjourned at 6:42 p.m.

ARB APPROVED (Date): December 3, 2020