

**CHAPIN PLANNING COMMISSION
REGULAR MEETING
Town Hall**

**November 1, 2022
4:00 P.M.**

AGENDA

1. CALL TO ORDER AND DETERMINE QUORUM
2. STATEMENT OF FREEDOM OF INFORMATION ACT COMPLIANCE
3. APPROVAL OF MINUTES
 - a. September 15, 2022 Meeting Minutes
 - b. October 4, 2022 Work Session minutes
4. PUBLIC COMMENTS RELATED TO AGENDA ITEMS
5. NEW BUSINESS
 - a. 2022 Capital Investments List
6. ADJOURN

PUBLIC COMMENT POLICY

PROCEDURE:

Persons wishing to make public comments concerning any municipal matter, with the exception of personnel and contractual matters, shall first sign in with the Municipal Clerk before the meeting and provide the following information:

1. Name, Address, and Contact Information;
2. Topic of Public Comment; and
3. Indicate whether a Chapin Resident, Chapin Water/Sewer Customer, or Reside in the Chapin Water/Sewer District.

Comments are limited to two minutes per person and no personal or verbal attacks will be entertained. The Council is interested in hearing your concerns, but speakers should not expect action or deliberation on subject matter brought up during any Public Comments on the agenda. Topics requiring further investigation may be referred to Town Staff and may be scheduled for a future agenda.

DEFINITIONS:

Chapin Resident: Reside in Town limits.

Chapin Water/Sewer Customer: Customer of the designated Chapin Water/Sewer District - Including an owner or operator of a local business.

Reside in Chapin Water/Sewer District: Reside in the designated Chapin Water/Sewer District – Area of Lexington County north of Lake Murray.

APPEARANCE OF CITIZENS

Town Code 2.212 – Any citizen of the Town shall be entitled to be placed on the agenda of any regular meeting to discuss any municipal matter, with the exception of personnel and contractual matters. Persons desiring to be placed on the agenda shall notify the Municipal Clerk not less than a week prior to the meeting. The request shall be in writing stating the reason therefor.

**PLANNING COMMISSION
AMENDED AGENDA
REGULAR MEETING MINUTES**

**Tuesday September 13, 2022
6:00 P.M.**

Town Hall

Members Present: Chair Rae Davis, Vice Chair Charlie Banks, Member Caleb Pozsik (arrived at 6:35 p.m.), Member William Lynch, Member Yvonne Hudson

Staff Present: Planning & Zoning Manager Kevin Singletary, Public Affairs Director Nicholle Burroughs, and Town Clerk Shannon Bowers

Guests: David Brandez – EL Robinson Engineering

Call to Order: Chair Davis called the meeting to order at 6:05 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: Vice Chair Banks made the motion to approve the August 2, 2022 work session minutes as presented. Member Lynch seconded the motion. Motion passed unanimously.

Chair Rae Davis:	Yes	Vice Chair Charlie Banks:	Yes
Member Yvonne Hudson:	Yes	Member William Lynch:	Yes

Vice Chair Banks moved to approve the August 2, 2022 regular meeting minutes as presented. Member Lynch seconded the motion. Chair Davis moved to amend the minutes to change the note noting that the Planning Commission (PC) have not received the presentation from Lexington County. No further discussion was had. Motion passed unanimously.

Chair Rae Davis:	Yes	Vice Chair Charlie Banks:	Yes
Member Yvonne Hudson:	Yes	Member William Lynch:	Yes

Planning & Zoning Manager Report: Piney Grove Pointe Planned Development

application withdrawn: Mr. Singletary reported on Monday September 12, 2022, the Town received notification from the developers of the Pine Grove Pointe Planned Development to withdraw the application. Mr. Singletary stated the developers cited construction cost as the main reason for the withdrawal and would have to reapply should they wish to move forward. Mr. Singletary also stated that written comments were received prior to and distributed to PC members prior to the PC meeting and will be held for the record of application. Chair Davis stated no additional public comments related to the Piney Grove Planned Development will be accepted since the item was removed from the agenda.

Public Comments related to agenda items:

A member of the public, Jeff Grover, commented on the Columbia Avenue Group Development. He stated he was not opposed to the Caliber Collision, but is concerned about maintaining Chapin's local coffee shops. He stated that his main concern is traffic, citing the left turns in and out of this development with no good alignments will cause further traffic problems.

A member of the public, Leisha Huffstetler, commented on the Columbia Avenue Group Development. She commented that Chapin would not retain local businesses if a Starbucks locates here and does not want a national chain to put local shops out of business. She urged the developers to go back to the drawing board and bring unique businesses to Chapin.

A member of the public, Judy Cartwright, commented that she loves the small town feel and is concerned about the traffic impact new developments would have. She urged the PC to consider the traffic concerns and concerns over emergency services when considering these developments.

New Business

Application Review: Columbia Avenue Group Development – Mr. Singletary explained the group development to the PC. It consists of 10.2 acres off Columbia Avenue to include Caliber Collision, three tenant shops referred to as Shoppes at Chapin, and four additional parcels for future development. The development will have shared infrastructure a full access at the intersection at Eagle Chase, and a right in, right out directly across from Goodwill at the intersection of Woodthrush. Developers have coordinated with SCDOT on plans for the entrances due to the Columbia Avenue widening project. One use is identified as a quick service restaurant/coffee shop with a drive-thru. Mr. Singletary did note that staff or PC cannot make a decision about a development based on the “brand” of the potential tenant, only if the use is compatible with the zoning. Based on the traffic study, the other units consist of 2,000 sq ft. retail, 2,340 sq. ft. for high turnover sit-down restaurant. Other uses identified on the undeveloped parcels are 12,300 sq. ft. retail space, 12,000 sq. ft. of general office space, 6,000 sq. ft. of medical/dental space. Future connection is shown on property adjacent to Farm Boys, and a shared detention pond.

Mr. Singletary reviewed the development and found a concern with the drive through for the proposed high turnover, sit down restaurant as it relates to the zoning ordinance for overlay districts. The ARB will review at their next meeting. Mr. Singletary found the proposal to be in compliance with the zoning ordinances, subdivision regulations, and the comprehensive plan in general. After his review, he stated that it is staff’s recommendation to the PC to approve the development on the following condition: Future connection be shown on the plan, allowing for the potential of future connection between the Access Road and adjacent properties to the west (at this time TM#000700-01-015), to be done by means such as a bonded plat, developers agreement, or the like.

Chair Davis moved to accept staff’s recommendation approving the group development with the condition that future connection be shown on the plan, allowing for the potential of future connection between the Access Road and adjacent properties to the west (at this time TM#000700-01-015), to be done by means such as a bonded plat, developers agreement, or the like. Vice Chair Banks seconded the motion. Discussion followed.

PC raised concerns, which included: future connection to adjacent property (Brighton), as indicated in the staff memo, is not shown on plans presented, interconnectivity between the parcels in the group development, and traffic concerns in and out of the development on Columbia Avenue without the interconnectivity of development to adjacent properties. Vice Chair Banks requested that the following be included on the developer’s agreement: Primary intent and concern, knows future development will be on Columbia Avenue, having access behind business would be beneficial to traffic concerns, infrastructure maintenance and upgrades would be the responsibility of developers, and before construction begins, agreement would be in place (subject to Council approval).

Mr. David Brandez with EL Robinson Engineering addressed some of the concerns by the PC. He stated that Starbucks was the model coffee shop used to determine queuing lane for traffic in

the development with plans shifting to remove the cross-traffic issue, SCDOT approved connections as shown to the end of the developer’s property, but not all the way to Brighton. He expressed the development teams concerns about how residential development on Brighton might affect the commercial development of the commercial properties in the group development. He also noted “bump outs” incorporated into the development to allow easier traffic flow inside the development.

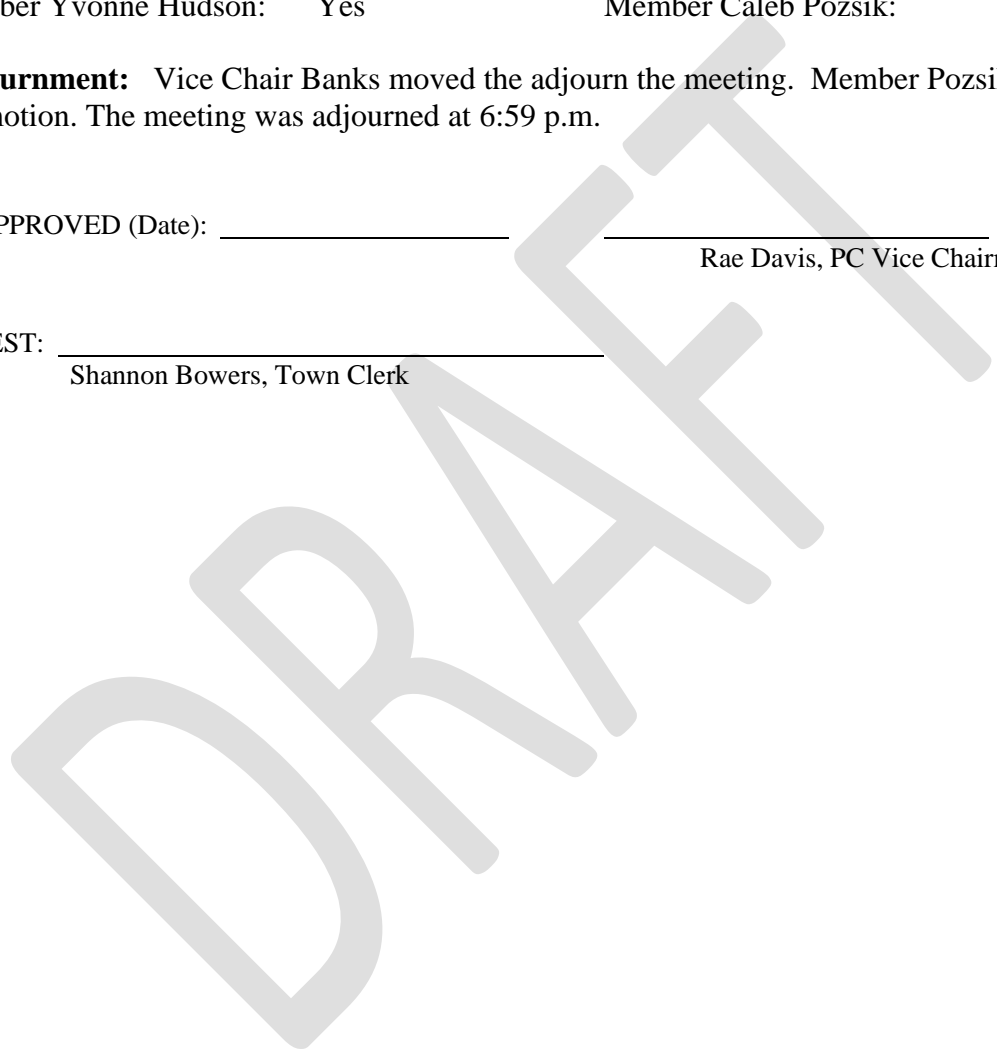
No further discussion was had. Chair Davis called for a vote. Motion to approved staff recommendation with the above stated condition passed unanimously.

Chair Rae Davis:	Yes	Vice Chair Charlie Banks:	Yes
Member Yvonne Hudson:	Yes	Member William Lynch:	Yes
		Member Caleb Pozsik:	Yes

Adjournment: Vice Chair Banks moved the adjourn the meeting. Member Pozsik seconded the motion. The meeting was adjourned at 6:59 p.m.

PC APPROVED (Date): _____
Rae Davis, PC Vice Chairman

ATTEST: _____
Shannon Bowers, Town Clerk



**PLANNING COMMISSION
WORK SESSION MINUTES**

**Tuesday October 4, 2022
3:00 P.M.**

Town Hall

Members Present: Member Caleb Pozsik and Member Yvonne Hudson

Members Absent: Chair Rae Davis, Vice Chair Charlie Banks, Member William Lynch

Staff Present: Planning & Zoning Manager Kevin Singletary, Public Affairs Director Nicholle Burroughs, and Town Clerk Shannon Bowers

Call to Order: Member Pozsik called the meeting to order at 3:10 p.m., determined there was not a quorum, and Town Clerk Bowers confirmed the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Discussion: Mr. Singletary explained the status of the capital investment list. He combined a previous version of the capital improvements list with the last list discussed by the Planning Commission (PC) and asked the PC to review the list and prioritize the projects. Director Burroughs stated that projects needed to place in a defined investments category for council to use as resource in order to appropriate funds. She also noted if projects come up over time, they can be added or removed. She noted that this list needs to be established and updated at least on a yearly basis, but ideally on a bi-annual basis. Mr. Singletary then explained the updates to the list including categories for projects and status. They then discussed listed items and their priorities (high, medium, low). Throughout the discussion, PC members identified changes to the items on list to identify the capital investments desired, added items to the list, or removed items. Several items were identified as strategies to hold for future discussions on the development of the capital investments list. Staff directed PC members to continue looking over this information and have this list completed by next months' meeting.

Open discussion for PC and Staff:

Mr. Singletary noted that the public engagement session for the unified zoning and development ordinance will be held on October 20, 2022 from noon to 6:00 p.m. and encouraged the PC members to attend. He also informed the PC members of a continuing education session potentially on October 26 or 27, and to get back with him on a preferred date. He also noted that the next unified zoning and development ordinance committee meeting has been moved to October 27, 2022 at 2:00 p.m.

Adjournment: The meeting was adjourned at 4:15 p.m.

PC APPROVED (Date): _____

Rae Davis, PC Vice Chairman

ATTEST: _____

Shannon Bowers, Town Clerk