

**TOWN OF CHAPIN
ARCHITECTURAL REVIEW BOARD
REGULAR MEETING MINUTES**

**Wednesday February 5, 2025
6:00 P.M.**

Town Hall

Members Present: Member Daniel Powell, Member Bryson Tucker, Vice Chair Gerald Meetze, Member Jason King

Members Absent: Vice Chair Harmon Reed

Staff Present: Town Clerk Shannon Bowers, Planning & Zoning Manager Reid Radtke

Call to Order: Chair King called the meeting to order at 6:00 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: Member Meetze moved to approve the January 8, 2025 meeting minutes as presented. Member Tucker seconded the motion. No further discussion, motion passed unanimously.

Chair Jason King:	Yes
Member Gerald Meetze:	Yes
Member Daniel Powell:	Yes
Member Bryson Tucker:	Yes

Public Comments Related to Agenda Items

There were no public comments

Action Items

Architectural Application Review: Wendy's Restaurant: Applicant stated they have worked with staff, and with the Architectural Review Board (ARB) to create a design that would allow them to be in the Town of Chapin. Mr. Radtke then commended the applicant for their work to bring their application into compliance. Mr. Radtke then touched on the items that needed to be addressed for compliance, which included:

- lighting – in compliance
- interconnectivity – applicant, staff, and SCDOT were working with Bojangles to accommodate, Bojangles eventually stopped communicating. Staff would recommend Wendy's include a stub out on plans for future connectivity that Bojangles would complete
- Front facade – building is more than 90% brick and remove the red blade, now in compliance
- Trash enclosure – updated materials to match principal building
- Brick color – closely matches colors on approved palette list

- Signage dimensions – not provided, will be evaluated by staff at a later date
- Crosswalks – not clear on plans that crosswalks were stamped concrete – Wendy’s to update plan to show stamped concrete
- Landscaping plan – more shrubs added and staggered, all plants on the approved species list

Mr. Radtke concluded with staff’s recommendation to approve as submitted.

ARB discussed the application and staff’s recommendation. Member Tucker moved to approve the application on condition that the following be evaluated and approved by staff:

- Show on plans the stamped concrete walkways
- Show stub out connection to setback line (approximately 12ft)
- Include variety of shrubbery on the front side left and right, stagger to have natural appearance
- Reduce parking lot lighting to 4,000 kelvins to be in compliance with ordinance.

Member Powell seconded the motion. No further discussion was had, motion to approve application on the above stated conditions passed unanimously.

Chair Jason King:	Yes
Member Gerald Meetze:	Yes
Member Daniel Powell:	Yes
Member Bryson Tucker:	Yes

Staff Updates

Mr. Radtke stated that the medical office that had preliminary review last month is working through the process and will most likely present application in March. The dentist office that had preliminary review last month is working through more civil work and won’t be ready before April. Mavis Tire has met the deadline for beginning construction, and currently receiving all appropriate permitting.

Adjournment: Member Tucker moved to adjourn the meeting. Member Meetze seconded the motion. Meeting adjourned at 6:27 p.m.

ARB APPROVED (Date): March 5, 2025