

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

**Wednesday June 8, 2022
6:00 P.M.**

Town Hall

Members Present: Member Bryson Tucker, Chairman Harmon Reed, Member Alex Fisher, and Vice Chair Gerald Meetze

Members Absent: Member Dan Smith

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

Guests: Mike Rhoad, HB Engineering, Burris'

Call to Order: Chairman Reed called the meeting to order at 6:01 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 Tucker made the motion to approve the May 4, 2022 meeting minutes as presented. Vice Chair Meetze seconded the motion. No further discussion. All in favor, motion carried.

Chairman Harmon Reed: Yes
Member Bryson Tucker: Yes

Vice Chair Gerald Meetze: Yes
Member Alex Fisher: Yes

Public Comments

There were no public comments.

New Business

Architectural Review Application: Dr. Charlton Connor Dental Office:

ZA Singletary explained the applicant is proposing the construction of a dental office on the property located at the intersection of Amicks Ferry Rd. and Broom Straw Rd., with access being located off of Broom Straw Rd. One change from the preliminary plan is the building facing the corner of that intersection, which slightly changed the parking. Staff has identified the proposed development to be compliant with the majority of requirements of the Town's Zoning Ordinance. Staff recommends that the application of Dr. Charlton Connor Dental Office be issued a certificate of appropriateness on condition. Staff conditions are:

- Landscaping plan be altered to replace the use of Lacebark Elm trees" with another species of tree from the approved tree species list
- At least 51% of the front façade be shown to be either brick or stone, in keeping with the current proposed brick or stone (faux brick or stone permissible).

Vice Chair Meetze made the motion to approve the architectural review application with staff recommendation as presented. Member Fisher seconded the motion. Discussion followed.

Upon review of the application, the ARB added that the following conditions be met before a certificate of appropriateness would be issued:

- Approve the use of the Lacebark Elm
- Supply photo matrix for review for compliance by Member Tucker and ZA Singletary

- More mix of landscaping using shrubs and trees along the driveway and front façade
- An irrigation plan for landscaping
- Aluminum accents to include: black store front with gray glass tint
- building to be French Chateau color with wood (brackets) accents
- Hardi plank to be designer white
- Dumpster screen to be stained same wood color as brackets
- And ceiling of the canopies to be stained French Chateau color

Vice Chair Meetze made the motion to approve the added conditions. Member Tucker seconded the motion. No further discussion. Motion passed unanimously.

Chairman Harmon Reed: Yes
Member Bryson Tucker: Yes

Vice Chair Gerald Meetze: Yes
Member Alex Fisher: Yes

No further discussion. Motion to approve application with added conditions passed unanimously.

Chairman Harmon Reed: Yes
Member Bryson Tucker: Yes

Vice Chair Gerald Meetze: Yes
Member Alex Fisher: Yes

Preliminary Review: Eagles Nest Properties, LLC commercial development: ZA Singletary explained this preliminary review is for a commercial development off of Columbia Avenue, adjacent to Farm Boys. The entrance to this development is adjacent to the property and there are three separate businesses included in the development. Upon review, ZA Singletary noted one color in the proposed plan is not on the approved color palette list. He also noted concerns with the drive through feature of the development in terms of loading, thru traffic crosses twice, and being a group development, the PC would review for land development and zoning.

The ARB expressed their concerns about the preliminary plans for the development. They were generally not in favor of breaks in the median due to the road widening and any development would have to conform to SCDOT median requirements. ZA Singletary noted that there have been conversations with this development and Farm Boys Barbecue for a shared access point and the Town has been working with developers to provide a shared infrastructure. The ARB generally wasn't in favor of having a lot of parking in the front of the development unless it was clearly designated as handicap parking. Chairman Reed directed ZA Singletary to contact the SCDOT on plans for the road widening and discuss with the planning commission (PC) at a later meeting for compliance.

July Meeting Date: ZA Singletary noted that the scheduled July ARB meeting would be on July 6, 2022. He suggested moving the July ARB meeting to July 13, 2022 due to the fourth of July holiday. Chairman Reed approved moving the July ARB meeting to July 13, 2022.

Open Comments: ZA Singletary updated the ARB on the unified development ordinance progress. The PC will be the steering committee for this update, but the ARB will provide input into changes into architectural design standards as a recommendation to the PC. Director of Public Affairs Nicholle Burroughs and Mayor Al Koon will be non-voting members of the steering committee. Staff anticipates completing this document in approximately one year.

Adjournment: Member Tucker moved to adjourn the ARB Meeting. Member Fisher seconded the motion. Meeting adjourned at 7:17 p.m.

ARB APPROVED (Date): _____

Attest:

Shannon Bowers, Town Clerk

Harmon Reed, Chairman, ARB

DRAFT