

CHAPIN PLANNING COMMISSION MEETING MINUTES

**Tuesday, January 22, 2019
4:00 P.M.**

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

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

Members Absent: Member Kenneth King

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

Guests: Al Koon

Call to Order: 4:00 p.m.

Approval of Minutes: Planning Commission (PC) Members reviewed the minutes of November 27, 2018. Vice Chairman Palassis moved to approve the minutes as presented. PC Member Dever seconded the motion. All were in favor, motion carried.

Reports

Bike/Pedestrian Master Plan: Director Powell presented a power point with preliminary information on the Bike/Pedestrian Master Plan stemming from the Central Midlands Steering Committee.

Items noted included:

- Public Engagement Meeting;
- Map of Chapin;
- Chapin's Existing Sidewalks;
- Chapin Intersection Density;
- Network Recommendations;
 - Sidewalks
 - Shared Streets
 - Delineated Facilities
 - Separated Facilities
- Priority Project; and
- Proposed Image.

The next public meeting is anticipated at the end of February/early March. Concerns for input from cyclists' groups were raised – any contact information available for input into the plan were welcomed.

Zoning Board of Appeals Variance Request: Director Powell reported the upcoming Zoning Board of Appeals Variance Request from Bohnkers LLC. The request is for relief from the Mobile Food Vending requirements in Section 607 of the Chapin Zoning Ordinance.

The property does not provide enough space for a kitchen/food preparation area and the lease with CSX Railroad prevents them from constructing a permanent structure on the leased portion of the property. Their proposed solution is to use a mobile food vending unit to act as a permanent structure. If the proposed variance is accepted, the unit will be subject to review by the Architectural Review Board.

Old Business

Comprehensive Plan Updates - Chapter 3 – Economic Development: Director Powell updated Chapter 3 – Economic Development “Exhibit A” using data set information from the American Community Survey. He indicated all source information would be captured and cited. Jobs held in Chapin vs jobs available in Chapin were also noted.

New Business

Approval of 2019 Planning Commission Meeting Schedule: PC Member Barnett moved to approve the 2019 Planning Commission Meeting Schedule as presented “Exhibit B.” PC Member Dever seconded the motion. All were in favor, motion carried.

Discussion of 2020 Capital Improvements Project List: PC Members discussed possible options for a Capital Improvements Project List including past proposals of a Park Master Plan and future projects including a connector from Murray Lindler to Amick’s Ferry Rd which would ultimately go through the County, SC Department of Transportation, or the Federal Government.

Chairman Sheppard asked for the Town’s top priorities and suggested building from a primary list. Any priorities for the 2020 Budget would need to be identified near the May/June timeframe.

Planning Commission Member Update: Planning Commission Member Ken King has submitted his resignation. Chairman Sheppard is interested in extending his term and Vice Chairman Palassis will not be extending his term, both terms expire in March.

Ads for service will be published through the Lexington Chronicle, Channel 2, Chapin News, and the Town of Chapin’s website.

Adjournment: PC Member Dever moved to adjourn the Planning Commission Meeting. Vice Chairman Palassis seconded the motion. All were in favor, motion carried. Meeting adjourned at 4:40 p.m.

PC APPROVED: _____ March 26, 2019