

**TOWN OF CHAPIN
UNIFIED DEVELOPMENT ORDINANCE COMMITTEE
MEETING MINUTES**

**Thursday March 16, 2023
2:00 P.M.**

Town Hall

Members Present: Planning Commission Members Rae Davis, Caleb Pozsik, Clay Cannon, Laura Cannon

Members Absent: Yvonne Hudson

Staff Present: Planning and Zoning Manager Kevin Singletary, Mayor Al Koon, Town Clerk Shannon Bowers, Town Administrator Nicholle Burroughs (via Zoom)

Guests: Riccardo Giani - MRB Group (via Zoom)

Call to Order: Chair Davis called the meeting to order at 2:06 p.m. and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Approval of Minutes: Member C. Cannon moved to accept the February 14, 2023 meeting minutes as presented. Member L. Cannon seconded the motion. No further discussion, motion passed unanimously.

Chair Rae Davis:	Yes
Vice Chair Caleb Pozsik:	Yes
Member Clay Cannon:	Yes
Member Laura Cannon:	Yes

Vice Chair Caleb Pozsik moved to accept the February 16, 2023 minutes as presented. Member L. Cannon seconded the motion. Member C. Cannon noted a change for the minutes to include “several items discussed” to a blank space in the Draft Article 4 review. No further changes and no further discussion. Motion passed unanimously.

Chair Rae Davis:	Yes
Vice Chair Caleb Pozsik:	Yes
Member Clay Cannon:	Yes
Member Laura Cannon:	Yes

Old Business

Draft Article 4 Review: Mr. Singletary briefly update the committee on the Article 4 draft, including changes from the last committee meeting. Mr. Gianni added that some design elements were moved to the overlay district article and explained some formatting changes.

The committee continued to discuss the conditional use and special exception standards. Some changes were made to the following categories: check cashing, microbrewery/micro distillery/micro winery, outdoor sales, and theaters (outdoor theaters, amphitheater, drive-in, etc.). Other discussions included infrastructure requirements throughout these regulations. The committee needed further clarification on tobacco/hookah/vape stores before making or suggesting any changes to that category.

The committee took a break at 3:38 p.m. and returned at 3:47 p.m.

Mr. Gianni then explained the necessity and desire for an accessory use table. He stated that an accessory use table is beneficial in clarifying accessory uses and structures as they pertain to zoning districts and their principal use. The committee then discussed the accessory use standards and temporary uses and how/where they will be used.

Mr. Singletary noted that staff has developed a schedule for the committee to review the full draft document in sections. The next UDO committee meeting will be March 29, 2023 at 2:30 p.m.

Adjournment: Vice Chair Pozsik moved to adjourn the meeting. Member. L. Cannon seconded the motion. Meeting was adjourned at 4:48 p.m.

UDO COMMITTEE APPROVED (Date): April 20, 2023