

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

**Thursday, May 2, 2019
6:00 P.M.**

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

Members Present: Chairman Harmon Reed, Vice Chairman Gerald Meetze, Member Dan Smith, and Member Bryson Tucker

Members Absent: Member Dan Douglas

Staff Present: Town Clerk Julie Hammond

Guests: Gabe Waters, Kay Hollis, and Al Koon

Call to Order: Chairman Reed 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: The Architectural Review Board (ARB) reviewed the minutes. Member Tucker moved to approve the April 11, 2019 Special Called Meeting Minutes as presented. Vice Chairman Meetze seconded the motion. All were in favor, motion carried.

Old Business

Taco Bell – 650 Columbia Ave Exterior Paint Chip Discussion: Exterior paint chip colors had not been provided by LIS Architecture Engineering. There was no further discussion.

Trucky’s (S&S Destination) – 1200 Chapin Rd Development Discussion: Jaime Bohnke, Owner of S&S Destination was unable to attend tonight’s meeting. The site plan and mobile kitchen plan “Exhibit A” were provided for discussion purposes and possible feedback.

Sign: Chairman Reed provided background information regarding the sign permit application “Exhibit B” that was denied by Former Planning & Zoning Director Powell. The site plan and development had not been reviewed by the Chapin Planning Commission or the Chapin Architectural Review Board. Chairman Reed explained the Chapin Zoning Board of Appeals by virtue approved two variances: Pole Sign; and Height of 8’ (Staff Report “Exhibit C”). He indicated there was no reference to an LED sign similar to the Chamber of Commerce sign.

Mobile Kitchen: ARB Members provided the following feedback for the owner before a Certificate of Appropriateness would be considered.

1. Scaled Plan;
2. Landscape Plan - landscaping along front islands/front buffers, right side, and in-between parking (for every 10 spaces);
3. Lighting Plan - Meet requirements;
4. Water/Sewer Plan (grease trap);

5. Safety Plan - Close proximity to railroad;
6. Parking spaces and driveways need to be dimensioned in accordance to Article 8 Parking;
7. 2 Curb cuts allowed per Zoning Ordinance – Applicant check with SC Department of Transportation; and
8. ADA Parking Spaces – Rotate 90° to the left aiming toward the railroad tracks.

Waters Development – 105 Ellett Rd Exterior Design Discussion: Gabe Waters, Cunningham Waters Construction, provided an overview of the Chapin Retail Center “Exhibit D.” He indicated it was a 26,000 sq ft retail facility on 4.76 acres on the corner of Columbia Ave and Ellett Rd. A family destination with nine tenant partners. The project has an innovative construction style and is environmentally conscious. Two separate parcels were identified for future development and will be landscaped. A 30’ one-way service drive is proposed – entering off of Columbia Ave behind the retail center and exiting onto Ellett Rd.

Mr. Waters provided building materials information: Simulated wood siding; Cast-fit stone; and Internal roof drains. He pointed out some unique features of the project including: Solar power; Geo-thermal HVAC; Open cell spray foam insulation; exploring the use of rain water and grey water that will run through a filtration system for irrigation; and the TrueGrid Parking System. The project is considered a low-impact development according to the Department of Health & Environmental Control (DHEC).

The parking system is a pervious material which has 12” of 57 stone topped with the grid system using recycled asphalt which will act as the storm drainage system. This eliminates the need for detention ponds, however there will be French drains under some of the slopping parking areas. Since the Chapin Zoning Ordinance regulations require that paving and marking of a parking area (containing 10 or more parking spaces) use an impervious material and spaces with painted lines, Cunningham Waters is requesting a variance for the use of pervious materials from the Chapin Zoning Board of Appeals. The system does not move and would require an annual maintenance (topping off/stone settling).

ARB Members comments included:

1. Line up drive-way with Palmetto Bone & Joint;
2. Landscape on property (not right-of-way) along Columbia Ave;
3. Conceal everything on roof with parapet walls;
4. Towers at Activecore and Diablos;
5. Lighting plan to include cut sheets;
6. Final drawings to come with landscape and lighting plans.

New Business

Dominion Energy – 256 Columbia Ave Illuminated/Monument Sign: ARB Members reviewed Dominion Energy’s Sign Permit Application “Exhibit E.” The LED portion was internally illuminated with the electrical running through the base. It complied with the Chapin Zoning Ordinance.

ARB Member Smith moved to approve the sign permit application as submitted. Vice Chairman Meetze seconded the motion. All were in favor, motion carried.

Training: ARB Members discussed training for all Boards, Commission, and Town Council to include a ten-year vision of the Town. In addition, they would like distribution of all minutes to go to all Boards, Commission, and Town Council.

Adjournment: Vice Chairman Meetze moved to adjourn the ARB Meeting. Member Smith seconded the motion. Meeting adjourned at 7:29 p.m.

ARB APPROVED: _____ June 6, 2019