

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

**Thursday June 6, 2023  
2:00 P.M.**

**Town Hall**

**Members Present:** Planning Commission Members Rae Davis, Caleb Pozsik, Yvonne Hudson

**Members Absent:** Clay Cannon

**Staff Present:** Planning and Zoning Manager Kevin Singletary, Town Clerk Shannon Bowers

**Staff Absent:** Town Administrator Nicholle Burroughs, Mayor Al Koon

**Guests:** Riccardo Giani - MRB Group (via Zoom)

**Call to Order:** Chair Davis called the meeting to order at 3:05 p.m. and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

**New Business**

**Draft Review – Article 8: Parking & Loading:** Mr. Gianni began the discussion by stating that the drafts for review included notes and comments from the committee and staff. He then went through the document, highlighting sections that he felt the committee would need to discuss further.

Most changes in this article were grammatical in nature or format related. The committee discussed the following changes: including language to address additional parking for areas that change uses (Mr. Gianni will research the international building code for “standard language” for this point), include definition for asphalt, parking requirements in front of residential structures, parking of commercial or recreational vehicles in residential areas, minimum number of off street vehicle parking spaces as they relate to single family and multi family dwellings (with the possibility to address in the zoning districts), off site satellite parking, and design standards for on site pedestrian access in parking lots.

Mr. Singletary noted that due to time constraints, the committee would be discussing Article 9 at the next committee meeting on June 15, 2023 at 2:00 p.m.

**Adjournment:** Member Hudson moved to adjourn the meeting. Vice Chair Pozsik seconded the motion. Meeting was adjourned at 4:52 p.m.

UDO COMMITTEE APPROVED (Date):                      August 1, 2023