

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

**Thursday, August 1, 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: None

Staff Present: Town Engineer Dan Lambert and Town Clerk Julie Hammond

Guests: Jaime Bohnke, Bill Rudis, Rebecca Hines, Kay Hollis, John Hollis, David Knight, 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. Vice Chairman Meetze moved to approve the July 11, 2019 Meeting Minutes as presented. ARB Member Tucker seconded the motion. All were in favor, motion carried.

Reports

Boards & Commission Training: The Annual Boards & Commission Training is scheduled for Tuesday, August 27, 2019 from 4:00 to 7:00 p.m., facilitated by Municipal Association of South Carolina Field Services Manager Jeff Shacker. The training meets the annual requirement of 3 credit hours for all Board & Commission Members.

Lexington Medical Center: A Development Review Meeting was held on July 31, 2019 with representatives of Lexington Medical Center regarding a Medical Office Building located next to the Lexington Medical Center Urgent Care on Columbia Ave.

Old Business

S&S Destinations/Derailed Site Plan – 1200 Chapin Rd: Jaime Bohnke, Owner and Developer of S&S Destinations was seeking a Certificate of Appropriateness (COA) from the ARB for her property located at 1200 Chapin Rd. She provided a site plan and answers to ARB comments “Exhibit A” from the May 2, 2019 meeting.

Vice Chairman Meetze moved to hold for approval following discussion. ARB Member Tucker seconded the motion.

ARB Members discussed the following items:

1. Landscape Plan – Vice Chairman Meetze noted more landscaping required near the utility pole, however, the small area is not feasible for plantings because utility lines run below it. Dr. Bohnke indicated she planned to decorate the area with quality fake plants;
2. Curb cuts were discussed, however, that is the responsibility of the South Carolina Department of Transportation (SCDOT);
3. Lighting Plan – Dominion Energy would be providing two flood lights to cover the parking area. ARB Member Tucker indicated the proposed flood lights would spill light onto neighboring properties. He suggested sending Dominion the site plan and they would be able to provide a photometric plan and cut sheets. Decorative lighting was also suggested but the cost was not feasible.
4. Utilities (sewer and water) had been tied in a year ago. All utilities would tie into the back of the caboose (detached kitchen) to the existing brown building. If the kitchen were to be tied in, a grease interceptor or under sink pipe interceptor would be required depending on the service. Two clean outs were identified on the site plan.

ARB Member Tucker moved to approve a COA contingent upon submission of acceptable photometric plans produced by Dominion Energy within a two-week time frame. Vice Chairman Meetze seconded the motion.

S&S Destinations/Derailed Site Plan Conditional COA was approved by unanimous vote:

Chairman Reed: Yes

Vice Chairman Meetze: Yes

ARB Member Smith: Yes

ARB Member Tucker: Yes

Status - Cunningham Waters Construction Co Development – 105 Ellett Rd: Cunningham Waters Construction Company Development (Chapin Retail Center) re-submitted the following items requested at the July 11, 2019 ARB Meeting: Civil/Site Plan C2.02 (showing revision of main entrance - losing a few parking spaces and increasing landscaping island); Landscape Plan (showing more ground cover); Lighting Photometric Plan E1.0 (showing photometrics along the property line); and Rear Elevations A200 (showing concrete/masonry block pilasters) “Exhibit B.”

ARB Member Tucker moved to approve Cunningham Waters Construction Co Development COA contingent upon providing the back-light control option on type C fixture along Ellett Rd and the back-light control option on the two type B fixtures along Columbia Ave. Vice Chairman Meetze seconded the motion.

Cunningham Waters Construction Company Development (Chapin Retail Center) COA was approved by unanimous vote:

Chairman Reed: Yes

Vice Chairman Meetze: Yes

ARB Member Smith: Yes

ARB Member Tucker: Yes

New Business

Chairman Reed explained proposed updates to the Zoning Ordinance in regards to Article 10 Architectural Review Standards and Article 8 Parking with continuing discussions of the Chapin Overlay Districts.

O'Reilly Auto Parts proposed sidewalk placement was discussed along with the SCDOT Maintenance Agreement requirement. Members referenced the Bike & Pedestrian plan; however, the plan did not include a route in front of 945 Chapin Rd.

Adjournment: ARB Member Smith moved to adjourn the ARB Meeting. Vice Chairman Meetze seconded the motion. Meeting adjourned at 7:40 p.m.

ARB APPROVED: _____ September 5, 2019