

CHAPIN PLANNING COMMISSION MEETING MINUTES

**Tuesday, August 27, 2019
3:30 P.M.**

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

Members Present: Vice Chairman Joe Dever, Member Doug Barnett, Member Rae Davis, and Member Jerry Shealy

Members Absent: Chairman Kevin Sheppard

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

Guests: Jesse Bray, Frank Mock, and Al Koon

Call to Order: Vice Chairman Dever called the meeting to order at 3:33 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: Planning Commission (PC) Members reviewed Regular Meeting Minutes of July 23, 2019. PC Member Shealy moved to approve the minutes as presented. PC Member Barnett seconded the motion. All were in favor, motion carried.

Reports

Architectural Review Board updates included:

1. Certificates of Appropriateness (COA) issued for O'Reilly Auto Parts and Chapin Retail Center; and
2. Conditional COA issued for S&S Destination contingent on Photometric plan.

Town Council updates included:

1. 1st Readings on the following Ordinances:
 - a. Utility Department 2019 Schedule of Rates & Fees;
 - b. Retail Tobacco Store Definition of Chapin Town Code;
 - c. Retail Tobacco Store Definition & Zoning of the Chapin Zoning Ordinance;
 - d. Parking Space Requirements of the Chapin Zoning Ordinance; and
 - e. Updates to Article 10 Architectural Review Standards of the Chapin Zoning Ordinance (previously recommended by the Planning Commission).

Old Business

None

New Business

Ordinance Recommendation – Amend Section 201 Definitions. Retail Tobacco Store and Section 515 IC Interstate Commercial District Uses of the Chapin Zoning Ordinance: PC Members reviewed the Retail Tobacco & Alternatives Store Ordinance “Exhibit A.”

The Ordinance provides for the definition of Retail Tobacco & Alternatives Store in the Chapin Zoning Ordinance to include tobacco products and paraphernalia, alternative nicotine products, electronic smoking devices, e-liquid, and vapor products. The Ordinance also limits the jurisdiction of Retail Tobacco & Alternatives Store to the Interstate Commercial (IC) Zoning District, as well as, keeping it 500 feet from any church, school, residence, park, or other Retail Tobacco & Alternatives Store.

PC Member Davis moved to recommend to Town Council the approval of the Retail Tobacco & Alternatives Store Ordinance in the Chapin Zoning Ordinance. PC Member Shealy seconded the motion. All were in favor, motion carried.

Ordinance Recommendation – Amend Section 801 Parking Space Requirements of the Chapin Zoning Ordinance: PC Members reviewed the Parking Space Requirements Ordinance “Exhibit B.” The Ordinance allows for pervious paving materials including the use of plastic caps for marking parking spaces in the Chapin Zoning Ordinance.

PC Member Shealy moved to recommend to Town Council the approval of the Parking Space Requirements Ordinance. PC Member Davis seconded the motion. All were in favor, motion carried.

Adjournment: PC Member Shealy moved to adjourn the Planning Commission Meeting. PC Member Davis seconded the motion. All were in favor, motion carried. Meeting adjourned at 3:45 p.m.

PC APPROVED: _____ September 24, 2019