

**CHAPIN PLANNING COMMISSION
REGULAR MEETING
Town Hall**

**August 2, 2021
4:00 P.M.**

AGENDA

1. CALL TO ORDER AND DETERMINE QUORUM
2. STATEMENT OF FREEDOM OF INFORMATION ACT COMPLIANCE
3. APPROVAL OF MINUTES
 - a. July 12, 2022 Work Session Minutes
 - b. July 12, 2022 Meeting Minutes
4. PUBLIC COMMENTS RELATED TO AGENDA ITEMS
5. NEW BUSINESS
6. ADJOURN

PUBLIC COMMENT POLICY

PROCEDURE:

Persons wishing to make public comments concerning any municipal matter, with the exception of personnel and contractual matters, shall first sign in with the Municipal Clerk before the meeting and provide the following information:

1. Name, Address, and Contact Information;
2. Topic of Public Comment; and
3. Indicate whether a Chapin Resident, Chapin Water/Sewer Customer, or Reside in the Chapin Water/Sewer District.

Comments are limited to two minutes per person and no personal or verbal attacks will be entertained. The Council is interested in hearing your concerns, but speakers should not expect action or deliberation on subject matter brought up during any Public Comments on the agenda. Topics requiring further investigation may be referred to Town Staff and may be scheduled for a future agenda.

DEFINITIONS:

Chapin Resident: Reside in Town limits.

Chapin Water/Sewer Customer: Customer of the designated Chapin Water/Sewer District - Including an owner or operator of a local business.

Reside in Chapin Water/Sewer District: Reside in the designated Chapin Water/Sewer District – Area of Lexington County north of Lake Murray.

APPEARANCE OF CITIZENS

Town Code 2.212 – Any citizen of the Town shall be entitled to be placed on the agenda of any regular meeting to discuss any municipal matter, with the exception of personnel and contractual matters. Persons desiring to be placed on the agenda shall notify the Municipal Clerk not less than a week prior to the meeting. The request shall be in writing stating the reason therefor.

PLANNING COMMISSION WORK SESSION MINUTES

Tuesday July 12, 2022
3:00 P.M.

Town Hall

Members Present: Vice Chair Rae Davis, Member Charlie Banks, Member Caleb Pozsik

Members Absent: Member William Lynch

Staff Present: Zoning Administrator (ZA) Kevin Singletary, Public Affairs Director Nicholle Burroughs, and Town Clerk Shannon Bowers

Guests: John Gantt – Armada Development, Bill Eubanks – SGANW Design, Tripp West – Cypress Engineering

Call to Order: Vice Chair Davis called the meeting to order at 3:07 p.m., and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Discussion

Capital Investment Projects: Director Burroughs began this discussion by stating the Planning Commission (PC) have discussed the capital investments list in the last work session, and has provided the PC with a matrix for ranking projects. The PC was generally in favor of the format of the matrix sent by Director Burroughs. Staff then directed the PC to consider any changes or additions to the matrix for preparation for the next regular PC meeting.

Preliminary Application Review – Piney Grove Pointe Planned Development:

ZA Singletary noted that no formal application by the developers of the Piney Grove Pointe planned development had been submitted. He explained the presentation was preliminary in nature and for informational purposes only. The PC asked questions and gave its comments and concerns to the developers regarding this development.

Mr. Bill Eubanks with SGANW Design explained the concept for the design to the PC. It is approximately 13.42 acres and development will be of mixed use. He stated there is relatively low density, with a range of 200-240 multi-family units, and anticipates it being on the lower end of that range, with some commercial in parts of the development. He also explained they had imposed a 20% minimum requirement for open space with significant landscaping throughout the development. The developers provided a list of prohibited uses for the commercial elements, which are stricter than the Town's standards, built in open spaces along the exterior of the property totaling approximately 2.6 acres, incorporated architectural design standards that were beyond what the Town's standards are set to, sign requirements will be met, and the design will meet or exceed local standards for stormwater management. Mr. Tripp West with Cypress Engineering explained the outline for the project was in an effort to comply with the zoning and land use requirements. He explained this project would be on three parcels, but two are currently in unincorporated Lexington County and would need to be annexed and rezoned into the Town of Chapin.

Dialog between the PC and developers continued, addressing issues related to infrastructure, strain on the local schools, traffic concerns, types of commercial developments and their uses,

facilities management, and specific zoning requirements related to setbacks and height requirements.

Mr. Eubanks noted as a part of that discussion that growth in Lexington County was a factor in deciding on Chapin, and they have spent time in the area and have a desire to build something to fit the area without taking away from the Chapin identity. He explained the plan incorporates approximately 14,000 square feet of commercial space, with room to increase upon demand, but not to exceed 25,000 square feet. Mr. Eubanks explained the desire to have local restaurants and shops occupy those spaces. He further clarified the residential designs will consist of one-, two-, and three-bedroom apartments with 24 units per building for 216 total units. He provided information that rent for those spaces would be \$1200 for a one bedroom, \$1500 for a two bedroom, and \$1700 for a three-bedroom apartment. Mr. Eubanks noted most tenants that occupy those spaces are single individuals, single parents, and young families. Mr. Eubanks also noted that projects like this one are planned for phased construction but typically are done all at once in about 18 months. Mr. Eubanks explained that the design was based off the Village description from the Town of Chapin comprehensive plan and explained that they wanted to design and build something that was not typical of an apartment complex.

ZA Singletary restated that should the developer move forward with a formal application; they would have to comply with the requirements of the zoning ordinances and traffic impact study.

Vice Chair Davis then read comments submitted by Member Lynch, who was unable to attend the work session. Most of the question related to infrastructure, schools, traffic, and zoning were addressed as a part of the discussion.

Vice Chair Davis ended the discussion by stating there were a lot of positives to the development including the blend of commercial and residential, that it is designed to be multi-family, and the design takes into consideration the requirements of the zoning ordinances and comprehensive plan.

Open time for PC and Staff: There were no comments from PC or staff.

Adjournment: Member Banks moved to adjourn the meeting. Member Pozsick seconded. The meeting was adjourned at 4:10 p.m.

PC APPROVED (Date): _____

Rae Davis, PC Chair

ATTEST: _____

Shannon Bowers, Town Clerk

**PLANNING COMMISSION
MEETING MINUTES**

**Tuesday July 12, 2022
4:00 P.M.**

Town Hall

Members Present: Member Charlie Banks, Vice Chair Rae Davis, Member Caleb Pozsik

Members Absent: Member William Lynch

Staff Present: Zoning Administrator (ZA) Kevin Singletary, Public Affairs Director Nicholle Burroughs, and Town Clerk Shannon Bowers

Call to Order: Vice Chair Davis called the meeting to order at 4:25 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: Member Banks made the motion to approve the June 7, 2022 work session and June 7, 2022 regular meeting minutes as presented. Member Pozsik seconded the motion. No further discussion was had. Motion passed unanimously.

Vice Chair Rae Davis:	Yes	Member Charlie Banks:	Yes
Member Caleb Pozsik:	Yes		

Public Comments related to agenda items:

There were no public comments.

New Business

Election of Chair/Vice Chair: Vice Chair Davis volunteered to serve as Chair of the Planning Commission. Member Banks seconded the nomination. No further discussion. Motion passed unanimously. Rae Davis was elected as the Chair of the Planning Commission.

Member Charlie Banks:	Yes
Member Caleb Pozsik:	Yes

Chair Davis nominated Member Banks to serve as Vice Chair. Member Pozsik seconded the nomination. No further discussion. Motion passed unanimously. Charlie Banks was elected as Vice Chair of the Planning Commission.

Chair Rae Davis:	Yes
Member Caleb Pozsik:	Yes

Adjournment: Vice Chair Banks moved the adjourn the meeting. Member Pozsik seconded the motion. The meeting was adjourned at 4:34 p.m.

PC APPROVED (Date): _____

Rae Davis, PC Vice Chairman

ATTEST: _____
Shannon Bowers, Town Clerk