

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

**Thursday January 26, 2023
2:00 P.M.**

Town Hall

Members Present: Planning Commission Members Rae Davis, Caleb Pozsik, Clay Cannon, Laura Cannon, Yvonne Hudson

Staff Present: Town Administrator Nicholle Burroughs, Town Clerk Shannon Bowers

Staff Absent: Mayor Al Koon, Planning and Zoning Manager Kevin Singletary

Guests: Riccardo Giani - MRB Group (through Zoom)

Call to Order: Chair Davis called the meeting to order at 2:07 p.m. and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Approval of Minutes: Member Pozsik moved to accept the minutes from October 27, 2022 as presented. Member Hudson seconded the motion. No further discussion, motion passed unanimously.

Chair Rae Davis:	Yes
Member Yvonne Hudson:	Yes
Member Caleb Pozsik:	Yes
Member Laura Cannon:	Yes
Member Clay Cannon:	Yes

Member Pozsik moved the accept the minutes from December 15, 2022 as presented. Member Hudson seconded the motion. No further discussion, motion passed unanimously.

Chair Rae Davis:	Yes
Member Yvonne Hudson:	Yes
Member Caleb Pozsik:	Yes
Member Laura Cannon:	Yes
Member Clay Cannon:	Yes

Review of Permitted Use Tables: Administrator Burroughs, for the benefit of the new members, explained the Unified Zoning and Development Ordinance (UDO) process. The existing ordinances do no match what the vision of the comprehensive plan that was adopted by Council. The UDO committee and the consultant from MRB Group, Ricco Gianni have been working to update the zoning ordinance to reflect the vision of the town. Mr. Gianni added that the edits to date have utilized reports and zoning audits to evaluate where the current zoning ordinances are, in order to make the new code more legible and user friendly. Administrator Burroughs stated the importance of the descriptions and uses for each zoning district. This also established the intent of each district and how they guide development in town (what is the highest and best use for those zoning districts). Administrator Burroughs also noted that maintaining minimum lot sizes in the residential zones was important in guiding development.

New zoning districts discussed were: Rural Agricultural (RA), Rural Residential (RR), Suburban Residential 1 (SR1), Suburban Residential 2 (SR2), Suburban Residential 3 (SR3), Town Residential 1 (TR1), Town Residential 2 (TR2), Town Residential 3 (TR3), Village Commercial (VC), Town Center (TC), Public/Institutional (PI), Corridor Commercial (CC), Interstate Commercial (IC), Office Commercial (OC), Light Industrial (LI), Planned Development (PD), and Parks/Open Space (PO). Mr. Gianni made note that the

TR1 district is the area that addressed the lack of housing diversity in the town limits while still scaled and compatible to fit in single family uses. UDO members offered comments on these districts and expressed their concerns regarding mobile home parks/RV parks, campers and campgrounds, the density of the Town Residential districts in regards to traffic, and residential uses in the commercial districts. Administrator Burroughs stated that a discussion item could be added to the next meeting to specifically discuss mobile home parks. Mr. Gianni also touched on areas in the definitions that may need conditions or footnotes.

Review of UDO Project Schedule: The Committee briefly reviewed the upcoming schedule for the UDO approval process and agreed to revisit at the next meeting.

Adjournment: Member Hudson moved to adjourn the meeting. Member Pozsik seconded the motion. Meeting was adjourned at 3:48 p.m.

UDO COMMITTEE APPROVED (Date): February 16, 2023