

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

**Thursday February 16, 2023
2:00 P.M.**

Town Hall

Members Present: Planning Commission Members Rae Davis, Caleb Pozsik, Clay Cannon, Laura Cannon, Yvonne Hudson (arrived at 2:05 p.m.)

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

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

Guests: Riccardo Giani - MRB Group (via Zoom)

Call to Order: Chair Davis called the meeting to order at 2:04 p.m. and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Approval of Minutes: Vice Chair Pozsik moved to accept the January 26, 2023 meeting minutes as presented. Member Clay Cannon seconded the motion. No further discussion, motion passed unanimously.

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

Old Business

Mr. Singletary stated there was nothing new to discuss in this section, but wanted to include it in case the committee had any further comments before moving to new business. There were no further comments from the committee.

New Business

Draft Article 4 Review: The committee first reviewed the conditional use standards in the use table which included any changes that were made from the February 14 meeting. The committee then reviewed the Article 4 draft and offered comments on land use provisions as they relate to setbacks, rights-of-way, buffers, conditions, and special exception uses. Some conditions discussed centered around uses for short-term rentals, RV park/campgrounds, accessory buildings, and daycare/childcare facilities.

At this point, Chair Davis moved for a short recess. Member Hudson seconded the motion. The committee recessed the meeting at 3:21 p.m.

Chair Davis called the meeting back at 3:29 p.m.

Further discussions included comments on conditions for manufactured homes, short term rentals, bed and breakfast, automobile, ATV, Motorcycle, or boat sales, service bay doors, and convenience stores.

Mr. Singletary stated that items _____ will be for discussion with Mr. Gianni to set more specific conditions to be included in these provisions.

Mr. Singletary noted that review will continue at the next meeting. He hopes to have a full draft of the document by the end of the month. A tentative second UDO meeting will need to be scheduled for March, and the UDO committee will review to send on to the Planning Commission for review. He did state there would be round table discussions and public sessions to gather public input before moving on to Town Council for review.

Adjournment: Member Hudson moved to adjourn the meeting. Member Pozsik seconded the motion. Meeting was adjourned at 4:44 p.m.

UDO COMMITTEE APPROVED (Date): _____ March 16, 2023 _____