

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

**Thursday, March 7, 2019  
6:00 P.M.**

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

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**Members Present:** Chairman Harmon Reed, Co-Chairman Gerald Meetze, Member Dan Douglas, Member Dan Smith, and Member Bryson Tucker

**Members Absent:** None

**Staff Present:** Director of Planning & Zoning Nathan Powell and Town Clerk Julie Hammond

**Guests:** None

**Call to Order:** Chairman Reed welcomed new members Dan Douglas and Dan Smith. He called the meeting to order at 6:01 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.

Member Tucker moved to approve the July 12, 2018 Rescheduled Meeting Minutes as presented. Co-Chairman Meetze seconded the motion. All were in favor, motion carried.

Member Tucker moved to approve the November 15, 2018 Special Called Meeting Minutes as presented. Co-Chairman Meetze seconded the motion. All were in favor, motion carried.

**Old Business**

**O'Reilly's Auto Parts – 945 Chapin Rd Development Discussion:** Director Powell received preliminary renderings “Exhibit A” from the developer of O'Reilly's Auto Parts. In an effort to comply with the Chapin Zoning Ordinance he suggested the following changes:

1. Color of Signage – Bright red to neutral red;
2. Materials – Increased amount of brick and decreased use of stucco (EIFS – Exterior Insulation & Finish Systems);
3. Dumpster Screening – Required materials and colors; and
4. Addition of sidewalk or donate to the sidewalk fund.

ARB Members discussed parking (moving to the rear), setbacks (25'), screening of retention ponds, insufficient landscape plans, pitched roof design of 6:12 or similar to Chapin Crossing, reduction of the amount of stucco by decreasing the size of store frontage and adding windows or fake windows to the front and sides of the building, and location of roof access.

ARB Members requested the developer submit alternative elevations, increase pitched roof, alternative to red signage, additional landscape, and screening of the detention/retention ponds.

**Waters Development – 103 Ellett Rd Development Discussion:** Director Powell presented information regarding the parking material for the proposed development at 103 Ellett Rd. It is a Tru-Grid Parking System “Exhibit B” that uses gravel fill installation upon a geogrid mesh. This is a pervious material that allows for stormwater drainage without the need for a retention pond. Current Chapin zoning requires parking areas with 10 or more spaces to be surfaced with an all-weather impervious material and spaces marked with painted lines.

ARB Members suggested updating the Zoning Ordinance to allow for pervious parking materials. If an ordinance is not approved by Council prior to the developer annexing the property into Town and submitting engineered drawings for a Certificate of Appropriateness (COA), a variance request to the Zoning Board of Appeals (ZBA) would be required.

### **New Business**

**Trucky’s Mobile Structure – 1200 Chapin Rd Development Discussion:** Director Powell provided a visual of the site plan for Trucky’s “Exhibit C.” He explained that the ZBA approved a variance for a mobile food truck to serve as a detached kitchen that has permanent placement.

ARB discussed protection between the railroad and children, screening, parking, and discharge of kitchen waste/grease traps.

Director Powell would bring the mobile unit forward to the ARB for screening requirements and a formal parking plan.

**Walgreen’s – 1401 Chapin Rd Signage Discussion:** Director Powell reported the purchase of Rite Aid by Walgreen’s. He approved the sign change but ARB Members stated the entry façade had been modified (painted white) and suggested Director Powell ask them to change it back.

**Signs Discussion:** Director Powell noted an expansion of Sozo Fitness at 510 Columbia Ave. He allowed a temporary banner to cover the existing ground mounted sign but suggested the owner stay within the 32 sq ft sign regulations instead of the requested 45 sq ft for the permanent sign.

Director Powell reported the Planning Commission was revising Article 9 Signs of the Zoning Ordinance.

**Adjournment:** Member Smith moved to adjourn the ARB Meeting. Co-Chairman Meetze seconded the motion. Meeting adjourned at 7:21 p.m.

ARB APPROVED: \_\_\_\_\_ April 11, 2019