

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

**Thursday July 11, 2023
3:00 P.M.**

Town Hall

Members Present: Planning Commission Members Caleb Pozsik, Clay Cannon

Members Absent: Yvonne Hudson, Rae Davis

Staff Present: Planning and Zoning Manager Kevin Singletary, Town Clerk Shannon Bowers, Town Administrator Nicholle Burroughs (arrived at 4:45 p.m.)

Staff Absent: Town Administrator Nicholle Burroughs, Mayor Al Koon

Guests: Riccardo Giani - MRB Group (via Zoom)

Call to Order: Vice Chair Pozsik called the meeting to order at 3:10 p.m. and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

New Business

Draft Review – Article 3: Zoning Districts and Boundaries, Zoning Map: Mr. Singletary noted that the Unified Zoning and Development (UDO) Committee had reviewed this article previously, but had not discussed as a committee. The UDO Committee then discussed article 3, and most edits to this article were centered in section 3.7: District Development Standards table. The UDO Committee discussed setback requirements for each zoning district and how they relate to the SCDOT road widening projects. Mr. Gianni commented in the event there is a setback conflict, the table allows for the Town to review for requirements that would be the most restrictive. Mr. Singletary noted that this could spark conversations with SCDOT on encroachments for future projects. The committee discussed adding a provision in the UDO to have setbacks not impede any future SCDOT projects. Mr. Gianni also commented that corridor buffers could be a possible solution for setbacks for development. Mr. Singletary suggested having a discussion with SCDOT to find a standard number to use when incorporating setback requirements before deciding which method to include in the UDO.

The UDO Committee then discussed building height requirements in town center, rural, interstate commercial, corridor commercial, office commercial, and light industrial. The Committee also discussed including a provision for flag pole requirements.

Zoning Map

Mr. Singletary began the discussion of the zoning map by stating the guiding principle for this draft map is the comprehensive plan. Once the UDO is complete, the comprehensive plan will be updated to reflect the zoning changes. He noted the importance of the future land use map and the zoning map being compatible. The draft zoning map tries to capture the transitions in zoning districts. The UDO Committee discussed these transitions and what those areas would be most appropriately zoned as. The committee also discussed minimum lot sizes as they relate to new draft zoning categories. Mr. Singletary and Mr. Gianni will work through specifics for minimum lot sizes/ lot coverage to determine how these changes will affect future zoning.

Adjournment: Vice Chair Pozsik adjourned the meeting at 5:00 p.m.

UDO COMMITTEE APPROVED (Date): _____ August 1, 2023 _____