

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

**Wednesday July 13, 2022
6:00 P.M.**

Town Hall

Members Present: Member Alex Fisher, Member Dan Smith, and Vice Chair Gerald Meetze

Members Absent: Member Bryson Tucker, Chairman Harmon Reed

Staff Present: Zoning Administrator Kevin Singletary and Town Clerk Shannon Bowers

Guests: Shelton Haile – Cohn Corp., Mike Ray – HB Engineering

Call to Order: Vice Chair Meetze called the meeting to order at 6:06 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 Smith made the motion to approve the June 8, 2022 meeting minutes as presented. Member Fisher seconded the motion. No further discussion. All in favor, motion carried.

Member Dan Smith: Yes

Vice Chair Gerald Meetze: Yes

Member Alex Fisher: Yes

Public Comments

There were no public comments.

New Business

Architectural Review Application: Chapin Storage, LLC, self-storage on Columbia Ave:

ZA Singletary explained the applicant is proposing the construction of a self-storage facility off of Columbia Avenue. He noted that the Architectural Review Board (ARB) had reviewed this development during a preliminary review at an earlier meeting. He explained this facility will be located at the intersection of Columbia Avenue and Woodthrush, with the main access off of Woodthrush due to the road widening, it will be a 3-story, 106,950 square foot brick building, and it will have a secured gravel parking lot in the rear for boat/rv storage. He noted an issue with the lighting and the developers have some ideas to address. He also provided several notes regarding things that he would like to see included, but the ARB could not require. Those were: pushing the building as close to the maximum setback requirement as possible, a pedestrian gate with sidewalk access to the parking area, written notification from SCDOT for access points, and changing some of the architectural design elements to be more aesthetic to the rest of the design.

It is staff's recommendation that the ARB approve the submission for a Certificate of Appropriateness with the condition that the lighting be reviewed by Member Bryson and ZA Singletary for compliance.

Member Smith made the motion to approve staff recommendation as presented. Member Fisher seconded the motion. Discussion followed.

The ARB agreed with ZA Singletary's notes about the aesthetic of the design elements. They inquired about the retention ponds and dumpster for this site. Mr. Ray noted that there will be a shared retention pond at the rear of

the property to serve the surrounding properties as they are developed. He also noted that the dumpster will be behind the building with fencing.

Vice Chair Meetze moved to amend the original motion to include the following:

- Matching brick details on the front side facing the road (to mirror what is on the right and left sides of the building)
- Matching lighting on the front side facing the road (to mirror what is on the right and left sides of the building)
- Glass on the front side facing the road (to mirror what is on the right and left sides of the building)

Member Smith seconded the amendments. No further discussion. Amendments approved unanimously.

Member Dan Smith: Yes

Vice Chair Gerald Meetze: Yes

Member Alex Fisher: Yes

No further discussion was had. Motion to approve staff recommendation with amendments for re-submittal passed unanimously.

Member Dan Smith: Yes

Vice Chair Gerald Meetze: Yes

Member Alex Fisher: Yes

Preliminary Review: Rainbow Gas renovation and addition:

ZA Singletary explained the preliminary application was for a renovation of and a new addition to the Rainbow Gas Station. He also noted there would be no change to the parking or landscaping. He presented staff's concerns stating that an update to the landscaping should be required since this was a renovation/addition that was more than 20% of the existing building, and the existing building should be required to be updated to match the new addition. The ARB directed ZA Singletary to communicate staff's concerns to the architect.

Open Comments: ZA Singletary updated the ARB on the unified development ordinance progress. He noted that the ARB will provide comments to the PC for the architectural design elements of the UDO for consideration. He anticipates a completion date of June 2023.

Adjournment: Member Smith moved to adjourn the ARB Meeting. Member Fisher seconded the motion. Meeting adjourned at 6:50 p.m.

ARB APPROVED (Date): August 3, 2022