



**AGENDA  
CITY OF BELTON  
PLANNING COMMISSION  
MONDAY, JUNE 16, 2014 - 7:00 P.M.  
CITY HALL ANNEX, 520 MAIN STREET**

---

- I. CALL MEETING TO ORDER**
  
- II. ROLL CALL**
  
- III. APPROVAL OF THE MINUTES OF THE JUNE 2, 2014 PLANNING COMMISSION MEETING**
  
- IV. DISCUSSION ITEMS**
  - A. Discussion of a Site Plan for QuikTrip Generation 3 Store to be located at 501 E. North Avenue.
  
  - B. Discussion of a Draft Annexation Strategy.
  
  - C. Discussion of a Draft of the Belton Beautification Plan.
  
- V. DIRECTOR'S REPORT**
  
- VI. NEXT MEETING DATE: July 7, 2014**
  
- VII. ADJOURNMENT**

# **MEETING MINUTES**

**JUNE 2, 2014**

**Minutes of Meeting**  
**Belton Planning Commission**  
**City Hall Annex, 520 Main Street**  
**June 2, 2014**

**CALL TO ORDER**

Vice-chairman Chris Christensen called the meeting to order at 7:00 p.m.

**ATTENDANCE**

Commission: Vice-chairman Christensen, Mayor Jeff Davis, Councilman Tim Savage, Commissioners Sally Davila, Steve Finn, Chuck Crate, and Larry Thompson.

Staff: Jay Leipzig, Community and Economic Development Director; Robert Cooper, City Planner; and Ann Keeton, Community Development Secretary.

Absent: Chairman Holly Girgin, and Commissioner Tim McDonough

**MINUTES**

Commissioner Crate moved to approve the minutes of the May 5, 2014 Planning Commission meeting. Commissioner Thompson seconded the motion. All members present voted in favor and the motion carried.

**PRELIMINARY PLAT - C & M Realty - Carriage Works 401 N. Scott**

Mr. Cooper presented background information on the proposed Carriage Works development. He reported the 10.47-acre property at 401 N. Scott was rezoned last year and is currently zoned C-2 (General Commercial) and M-1 (Light Manufacturing). In a review of the plat application, Mr. Cooper went into detail about the zoning classifications and said the site will have one access point along North Scott. He pointed out Engineering comments included in the staff report and stated these comments address items that should be shown on the plat before the plat is recorded and accepted by the City. Mr. Cooper described the proposed layout of the site which included access, a rain garden, and the delivery /parking areas.

Questions were asked about an adjoining creek and whether the creek will create any flooding issues for the development, and Mr. Cooper stated that flooding should not be a concern. The applicant stated the elevation of the building will be approximately one-foot lower than the elevation of North Scott. Mayor Davis reported the proposed Carriage Works development will have a positive impact and be an anchor for the North Scott area. Commissioner Thompson moved to approve the Preliminary Plat of C & M Realty (Carriage Works) as presented with the Engineering comments as follows:

- This project is eligible to apply for participation in the Markey Regional Detention Program. Participation is contingent on approval of the final stormwater management report. Review of the preliminary stormwater management report is ongoing. A signed agreement between the developer and the City for participation in the regional detention program will also be required.

- Multiple comments and corrections to the preliminary stormwater management report, including concerns regarding the preliminary approach to meeting the City's stormwater quality BMP requirements, have been provided to the developer's engineer.
- Add the following note to the final plat: "All stormwater facilities including stormwater Best Management Practices shall be functional and maintained in perpetuity by the property owner. Refer to the approved final development plans for locations of storm-water facilities."
- Display stream centerline and stream setback line on plat. Per Section 32-8 of the Unified Development Code, the stream setback extends to 40 feet on either side of the stream centerline.
- Add note indemnifying the city against any loss or damage during maintenance activities of the existing public sanitary sewer.
- Change note referring to "occupation & easement" documents to "ownership and encumbrance."
- All improvements to public infrastructure shall be designed and constructed in accordance with the City of Belton's Design and Construction Manual and the City's Unified Development Code.

The motion was seconded by Commissioner Crate. When a vote was taken, the following was recorded, Ayes: 7 - Vice-chairman Christensen, Mayor Davis, Councilman Savage, Commissioners Davila, Finn, Crate, and Thompson. Noes: none. Absent: 2 - Chairman Girgin and Commissioner McDonough. The motion carried.

#### **FINAL PLAT - C & M Realty - Carriage Works 401 N. Scott**

Mr. Cooper presented the request for a Final Plat at 401 N. Scott and mentioned the project information had been previously discussed during consideration of the preliminary plat. He reported there are Engineering comments which must be shown on the plat before the plat is recorded and accepted by the City. Mayor Davis moved to approve the Final Plat for C & M Realty (Carriage Works) as presented with the Engineering comments as follows:

- This project is eligible to apply for participation in the Markey Regional Detention Program. Participation is contingent on approval of the final storm-water management report. Review of the preliminary storm-water management report is ongoing. A signed agreement between the developer and the City for participation in the regional detention program will also be required.
- Multiple comments and corrections to the preliminary storm-water management report, including concerns regarding the preliminary approach to meeting the City's storm-water quality BMP requirements, have been provided to the developer's engineer.
- Add the following note to the final plat: "All storm-water facilities including storm-water Best Management Practices shall be functional and maintained in perpetuity by the property owner. Refer to the approved final development plans for locations of storm-water facilities."
- Display stream centerline and stream setback line on plat. Per Section 32-8 of the Unified Development Code, the stream setback extends to 40 feet on either side of the stream centerline.
- Add note indemnifying the city against any loss or damage during maintenance activities of the existing public sanitary sewer.
- Change note referring to "occupation & easement" documents to "ownership and encumbrance."
- All improvements to public infrastructure shall be designed and constructed in accordance with the City of Belton's Design and Construction Manual and the City's Unified Development Code.

The motion was seconded by Councilman Savage. When a vote was taken, the following was recorded, Ayes: 7 - Vice-chairman Christensen, Mayor Davis, Councilman Savage, Commissioners Davila, Finn, Crate, and Thompson. Noes: none. Absent: 2 - Chairman Girgin and Commissioner McDonough. The motion carried.

**FINAL PLAT - Briar Creek Villas on Cunningham Industrial Parkway**

Mr. Leipzig provided background information about the Briar Creek Villa project. The most recent application submitted to Missouri Housing Development Commission (MHDC) was approved for funding, and the zone change of the property has been completed according to Mr. Leipzig.

Mr. Cooper explained this final plat is a replat of the Dean-Co Development Park Subdivision. The proposed use of the property is for an age-restricted multi-family housing development. He reported there will be 48 housing units including one bedroom/one bath and two bedrooms/two baths units. Mr. Cooper pointed out the access is from Cunningham Industrial Parkway and he described several features of the project. He added there are Engineering comments in the agenda packet that must be addressed before the plat is formally accepted by the City.

There was a brief conversation about improvements to the Cunningham Parkway roadway including a change to the concrete island. Comments were made about the utility easements being removed so the water and sewer lines on the project will be private. Mr. Cooper displayed some of the proposed building elevations. In further discussion about street improvements, Councilman Savage questioned the current rank of Cunningham Industrial Parkway in the Pavement Management Program. He inquired if that street is moving higher on the list and how that move occurred. Mr. Leipzig stated the city engineer will be able to provide answers to the street questions and he mentioned the possibility of a cost/share for street improvements with this multi-family project's developer. Councilman Savage's expressed view was that the developer should be contributing a major portion for street improvements if the street is moving higher on an established list. He went on to say that he does not believe R-3 (Multi-Family) to be the best use for the property. Mayor Davis reported there is an aging population in the City that needs affordable housing, and he listed some of the benefits of the proposed location. Mayor Davis moved to approve the Final Plat for Briar Creek a Replat of Lot 1, Block Four, Dean-Co Development Park as presented with the engineering comments as follows:

- Remove proposed easements for water and sewer. These lines must be private.
- Improvements to Cunningham Parkway between 58 Highway and the proposed development are recommended per Section 36-109 of the Unified Development Code. Per this section of code, final determination is to be made by City Council.
- Add the following note to the final plat: "All stormwater facilities including stormwater Best Management Practices shall be functional and maintained in perpetuity by the property owner. Refer to the approved final development plans for locations of storm-water facilities."
- Add note indemnifying the city against any loss or damage during maintenance activities of the existing public sanitary sewer.
- Intention of street dedication note is unclear. Interior of development will be private streets.
- All improvements to public infrastructure shall be designed and constructed in accordance with the City of Belton's Design and Construction Manual and the City's Unified Development Code.

The motion was seconded by Commissioner Thompson. When a vote was taken, the following was recorded, Ayes: 5 - Vice-chairman Christensen, Mayor Davis, Commissioners Davila, Finn and Thompson. Noes: 2 - Councilman Savage and Commissioner Crate. Absent: 2 - Chairman Girgin and Commissioner McDonough. The motion carried.

## **DIRECTOR'S REPORT**

Mr. Leipzig updated Commission members about the agenda items to be considered at the June 16, 2014 meeting. Those items included the Final Development Plan for Briar Creek Villas, Final Site Plan for Carriage Works, and a replat and site plan for the Generation 3 QuikTrip Store.

He commented on other city projects that are moving forward including the Markey Parkway project which will extend the parkway to Mullen Road, and further development of the Gateway site.

Mr. Leipzig encouraged the Commission members to continue reviewing the 5, 10, & 15 year Annexation Plan and he emphasized the document is not a formal notice of annexation but a strategy. There will be attorneys comments addressing the plan provided at the meeting on June 16, 2014.

According to Mr. Leipzig, staff is reviewing potential changes to codes regarding commercial building façade improvements, and the regulation of tobacco retail stores based on population size.

An update on Missouri Department of Transportation projects was provided by Mr. Leipzig. He mentioned the Interchange project at 211<sup>th</sup> Street and the significance of the infrastructure improvement project at 58 Highway and I-49.

It was reported by Mr. Leipzig that staff met with a business owner whose digital sign has violated the conditions of their special use permit (SUP). They met to discuss signs and other code violations. He announced the owner is interested in purchasing a vacant business building across the street from his current location. Mr. Leipzig went on to say the business owner is trying to comply and there is one sign issue remaining to be resolved. Councilman Savage added that the business appears to be succeeding in an area where it would be challenging to succeed.

## **ADJOURNMENT**

Commissioner Crate moved to adjourn the meeting. Commissioner Davila seconded the motion. All members voted in favor and the meeting adjourned at 7:45 p.m.

Ann Keeton  
Community Development Secretary

# **QUIKTRIP GEN 3 STORE**

## **SITE PLAN**



**FINAL DEVELOPMENT PLAN**  
**QUIK TRIP -STORE # 0233R**

**PLANNING COMMISSION**  
**MONDAY, JUNE 16, 2014 – 7:00 P.M.**  
**CITY HALL ANNEX, 520 MAIN STREET**

---

Assigned staff: Robert G. Cooper, City Planner

**CASE #FDP14-09**

Consideration of Final Development Plan approval, for Quik Trip-Store #0233R, a re-development project, on a 3.18-acre tract of land, located at 501 E. North Avenue.

**PROPOSED PROJECT DEVELOPMENT**

**Current Zoning:** C-2 (General Commercial) District.

**Property Description:** QuikTrip 233R, Lot(s) 1, 2, & 3

**Size of Site:** 138,853-sq. ft. / 3.18-acre(s)

**Surrounding Zoning / Use:**

West: C-2 /General Commercial – CVS Pharmacy store

East: C-2 /General Commercial – O'Reilly's auto parts store

North: C-2 /General Commercial –Taco Bueno fast food

South: R-1 / Single-Family Residential – Residential housing



**Existing Building:** The existing building was originally constructed in 1993 as a 3,320-sq. ft. commercial building used as a convenience store and gas station.

**PROPOSED LAND USE**

Parcel	Proposed Land Use	Building Square Footage
Lot(s) 1,2 & 3	Convenience Store / Gas pumps	5,858

**REVIEW**

Holman Engineering, on behalf of Quik Trip Corp., has submitted development and construction plans for this project. Staff has reviewed the following key elements of the site plan:

Site Dimensions: 138,853-sq. ft. or 3.18-acre(s).

Intended Use: Convenience store with gasoline service pumps.

Future Land Use Map: The subject site is located within the city’s primary commercial/retail corridor.

Height & Dimension of Building: The proposed building will be 5,858-sq. ft. with a maximum building height of 22-feet.

Conceptual Elevation: The general appearance of the building will be a gray split-face concrete masonry unit block (CMU) and brick combination.

Screening: HVAC units will be roof-mounted and screened from public view.

Driveway: The site will have four (4) ingress/egress points. Each driveway approach will be 35-feet wide. There will also be one (1) right-in/right-out approach from Mo-Y Highway, at the NW corner of the site, directly across from the CVS Pharmacy. This form of traffic control is common and effective in preventing vehicles from stacking and clogging the intersection and by preventing a vehicle crossing-over into oncoming traffic.

Parking: The parking ratio for this project is 1:300-sq. ft. (gfl), plus six for the fuel station area, which equates to no less than 26-parking stalls. The site will provide for 68 parking spaces which include four (4) handicap spaces.

Signage: Pursuant to City code, wall mounted and monument type signs are an acceptable form of signage in a C-2 (General Commercial) zoning district.

Landscaping: Pursuant to the Landscape Ordinance, one (1) tree per 40-feet of street frontage is required. The project will provide six (6) Honey Locust trees along 58-Highway and two (2) along Y-Highway and ten (10) Willow Oak trees along Central Avenue, all meeting the minimum caliper size of 2½ inches. Multiple shrubs; e.g.: juniper, boxwood, and barberry bushes are planted within the parking lot and along the perimeter. Twenty percent (20%) of the site will be landscaped, which is in accordance with City code.

Lot Coverage: Pursuant to Section 40 of the Unified Development Code, no more than 40% of the lot can be coverage by structures. This development site as proposed has a lot coverage of 23%.

**Proposal / QT GEN 3 - Overview**

Quik Trip owns the land directly behind (to the south) of the operating store and plans on building a new GEN 3 store right next to the operating store. The plan is to keep the current store open until the new store is complete, and then demolish the existing store and gas canopy. This phasing scheme would allow for minimal, to no, down time.

The newly designed 5,858-square-foot convenience store, or c-store, features a Gen3 design will offer a redesign of both the exterior and interior of the building to promote the store's food options. The new design provides for separation of fuel paying customers from just food paying customers. The building will have four (4) public entry-ways. There will be no public access from the back side of the building...only vendors. The site will provide for an increase in landscaping and 'green-space'. In addition, the site will also provide diesel fuel, ethanol-free gasoline and an air-station.

**FINAL DEVELOPEMNT PLAN**

\*\*\*\*\*  
Staff recommends **APPROVAL** of application FDP14-09 of the final development plan with the following condition(s):

**Departmental Comment(s):**

**Planning**

1. A re-plat of Lot(s) 1, 2, and 3 is needed. These multiple lots should be shown as one contiguous tract of land maintaining a single ownership.

**NOTE:** QT is currently in negotiation with O'Reilly's Auto Parts regarding the cross-access easements. Once an agreement has been reached, the plat will be submitted to the city of review and final acceptance.

2. A landscape maintenance escrow equivalent to twenty-five percent (25%) of total estimated cost shall be submitted to the city.
3. All proposed landscaping shall be installed prior to the issuance of the final certificate of occupancy.
4. Monument signs. QT is requesting a waiver to Section 30.8(g) of the UDC in order to maintain consistency with existing (or previously approved) free-standing sign structures. The new monument sign face will be 17'-3" x 5'-10" /88-SF as opposed to 77-SF at 17'-4" tall for the existing sign.

**Engineering** – The City of Belton Engineering Division has reviewed the final development plan. These comments are based upon the current APWA (American Public Works Association), standards, city ordinances and subdivision regulations.

1. This project is eligible to apply for participation in the Markey Regional Detention Program. An application, including a final stormwater management report and an agreement between the developer and the City, will be required for review. If, the

application is approved, the agreement must be approved by the Belton City Council and the fee paid before building permit issuance.

2. Review of the preliminary stormwater management report and discussions with the developer's Engineer regarding stormwater requirements are on-going.
3. The professional engineer stamping the plans must be licensed in the state of Missouri and use a state of Missouri stamp.
4. Detailed review comments pertaining to the construction set will be submitted at a later date.
5. All improvements to public infrastructure shall be designed and constructed in accordance with the City of Belton Design and Construction Manual and the City's Unified Development Code.
6. The following public infrastructure fees will be required before construction of the public improvements. The cost of public improvements will be based on a cost estimate provided by the developer's engineer and approved by the city engineer.
  - a) Performance and 2 year Maintenance Bond at 100% of construction cost for public improvements.
  - b) Engineering review and inspection fee of 5% of public improvement construction cost. The current fee is 5% but the City Council will be reviewing changes to the development fee scheduled soon and this includes a reduction of this fee from 5% to 3%.
7. The following additional fees related to public infrastructure will be due at building permit issuance.
  - a) Arterial street impact;
  - b) Sanitary connection (if additional connections are made);
  - c) Water impact (if additional connections are made);
  - d) Water tap (if additional connections are made).

### **Building Inspections** –

1. The Energy Code (Section C 402.4.7) requires a vestibule with two sets of doors creating an air-lock for structures of more than 3,000- sq. ft.;
2. Backflow prevention is required at any ice-maker, carbonator or coffee-maker that is fed directly from the domestic water-system;
3. Backflow prevention for the main water service lines is shown as inside the building not in the vaults;

**Fire Department** – Plans accepted as submitted. No comments or concerns.

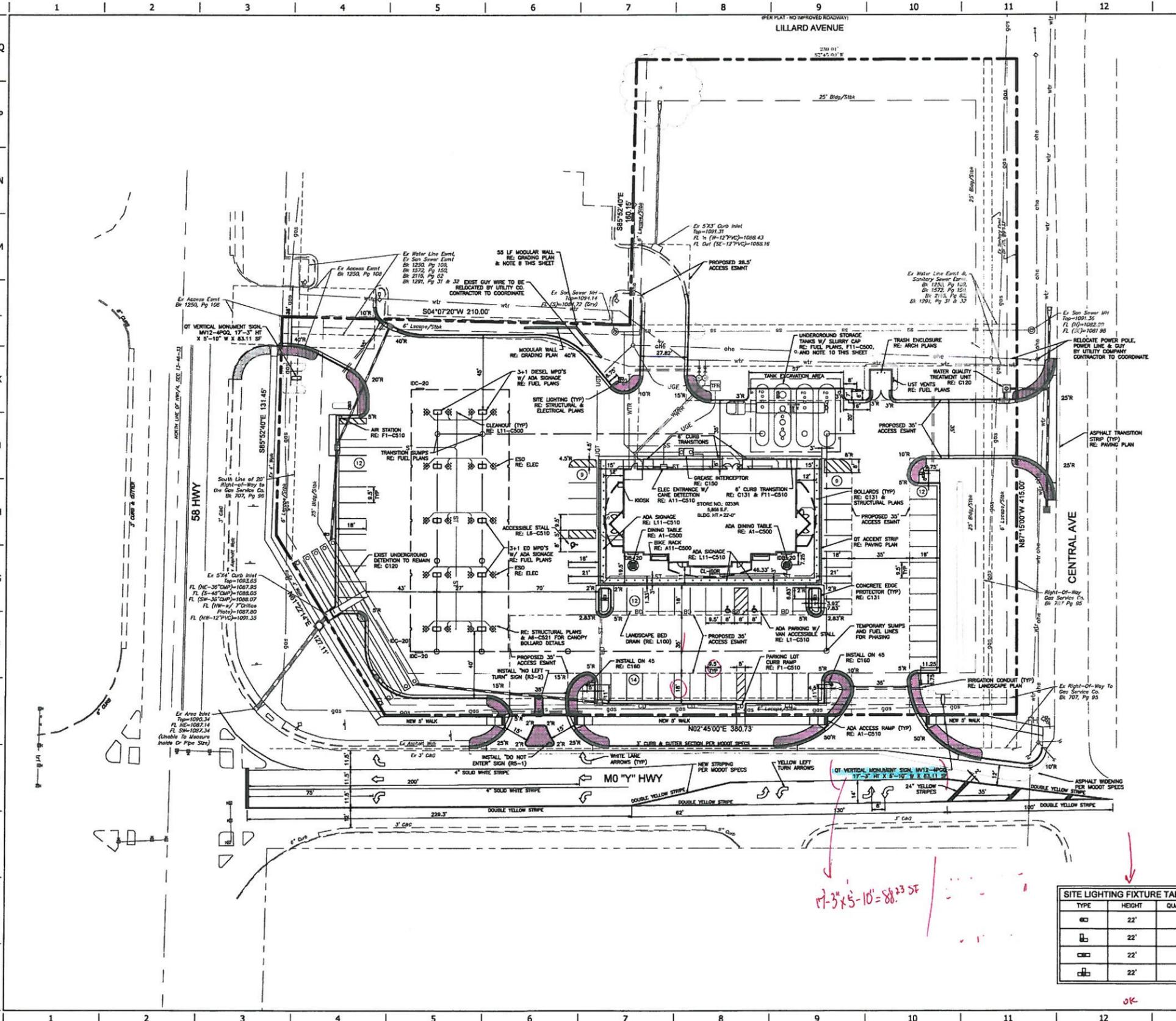
**PLANNING COMMISSION ACTION**

1. Motion to recommend approval of the Final Development Plan for ‘QuikTrip’, a commercial development, on a 3.18-acre tract of land, located at the SE corner of the intersection of Y-and 58-Highways.
2. Motion to recommend denial of the Final Development Plan for ‘QuikTrip’, a commercial development, on a 3.18-acre tract of land, located at the SE corner of the intersection of Y- and 58-Highways.
3. Motion to continue the case pending additional information.

**ATTACHMENTS**

1. Final Development Plan
2. Building Elevations
3. Landscape Plan
4. Sign Elevation
5. Pre-Development Overlay

FILE LOCATION: C:\DWG\3D Projects\0233R\DWG\02-0233 C100.dwg USER: dmh DATE: 5/14/2014 10:13 AM PLOTTED: 5/14/2014 10:18 AM



### SITE LEGEND

- BOUNDARY LINE
- CONCRETE CURB AND GUTTER
- QT ACCENT CONCRETE
- MOUNTABLE CURB W/RADIUS PROTECTOR
- PARKING SPACE INDICATOR
- AREA LIGHT
- MULTIPLE PRODUCT DISPENSER WITH CANOPY COLUMNS AND BOLLARDS
- TRANSFORMER
- FUEL SYSTEM ACCESS MANWAY
- NEW CONCRETE SIDEWALK

- ### MISCELLANEOUS SITE NOTES
1. ALL DIMENSIONS SHOWN ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
  2. POLE LIGHTS ARE TO BE PLACED 6 FT CLEAR FROM FACE OF CURB TO FACE OF BASE UNLESS OTHERWISE NOTED.
  3. ALL IMPROVEMENTS WITHIN PUBLIC RIGHT OF WAY SHALL BE CONSTRUCTED IN ACCORDANCE WITH GOVERNING AGENCY SPECIFICATIONS. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR PULLING THE SIDEWALK AND DRIVEWAY APPROACH PERMIT AND PAYING ASSOCIATED FEES.
  4. REFER TO CONTRACT SPECIFICATIONS FOR STRIPING SPECIFICATIONS.
  5. THE MAXIMUM CROSS SLOPE ON ALL PROPOSED SIDEWALKS, INCLUDING PUBLIC AND PRIVATE SIDEWALK DRIVEWAY CROSSINGS, IS 2%.
  6. REFER TO ELECTRICAL PLANS FOR SITE LIGHTING, SECURITY CAMERA AND SIGNAGE WIRING DETAILS.
  7. DINING TABLE INSTALLATION SHALL CONFORM TO MANUFACTURER SPECIFICATIONS (RE: ARCH PLANS FOR ANCHORING DETAILS).
  8. MODULAR WALL IS TO BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS. MODULAR WALL BLOCK SHALL BE ALLEN BLOCK, AB COLLECTION, AB CLASSIC PATTERN, ANTIQUE BRONZE COLOR.
  9. REFER TO STRUCTURAL PLANS FOR ALL BOLLARD INSTALLATION DETAILS.
  10. UNDERGROUND STORAGE TANKS ARE TO BE STAKED USING THE FUEL PLANS (BY COORDINATE) INCLUDING THE TANK EXCAVATION LIMITS. THE CONTRACTOR SHALL NOTIFY THE FIRE DEPARTMENT FOR STORAGE TANK AND FUEL LINE INSPECTIONS AS REQUIRED.

PROJECT NO: 02-0233

**DARLA K HOLMAN, PE**

HOLMAN ENGINEERING  
6734 RED OAK  
SHAWNEE, KS 66217  
P 913.248.9385  
F 913.962.5974  
dkholmanpe@everestkc.net  
engineering

**QuikTrip No. 0233R**

501 E. NORTH AVENUE  
BELTON, MO

© COPYRIGHT QUIKTRIP CORPORATION 2011. ALL RIGHTS RESERVED. REPRODUCTION, DISTRIBUTION, OR SALE IN WHOLE OR IN PART, IS STRICTLY PROHIBITED.

PROTOTYPE: P-78 (02/01/14)

DIVISION: 02

VERSION: 001

DESIGNED BY: DMH

DRAWN BY: DMH

REVIEWED BY: DKC

REV	DATE	DESCRIPTION

ORIGINAL ISSUE DATE: 05-12-2014

SHEET TITLE:  
SITE PLAN

SHEET NUMBER:  
**C100**

*Handwritten:* 17'-3" x 5'-10" = 88.33 SF

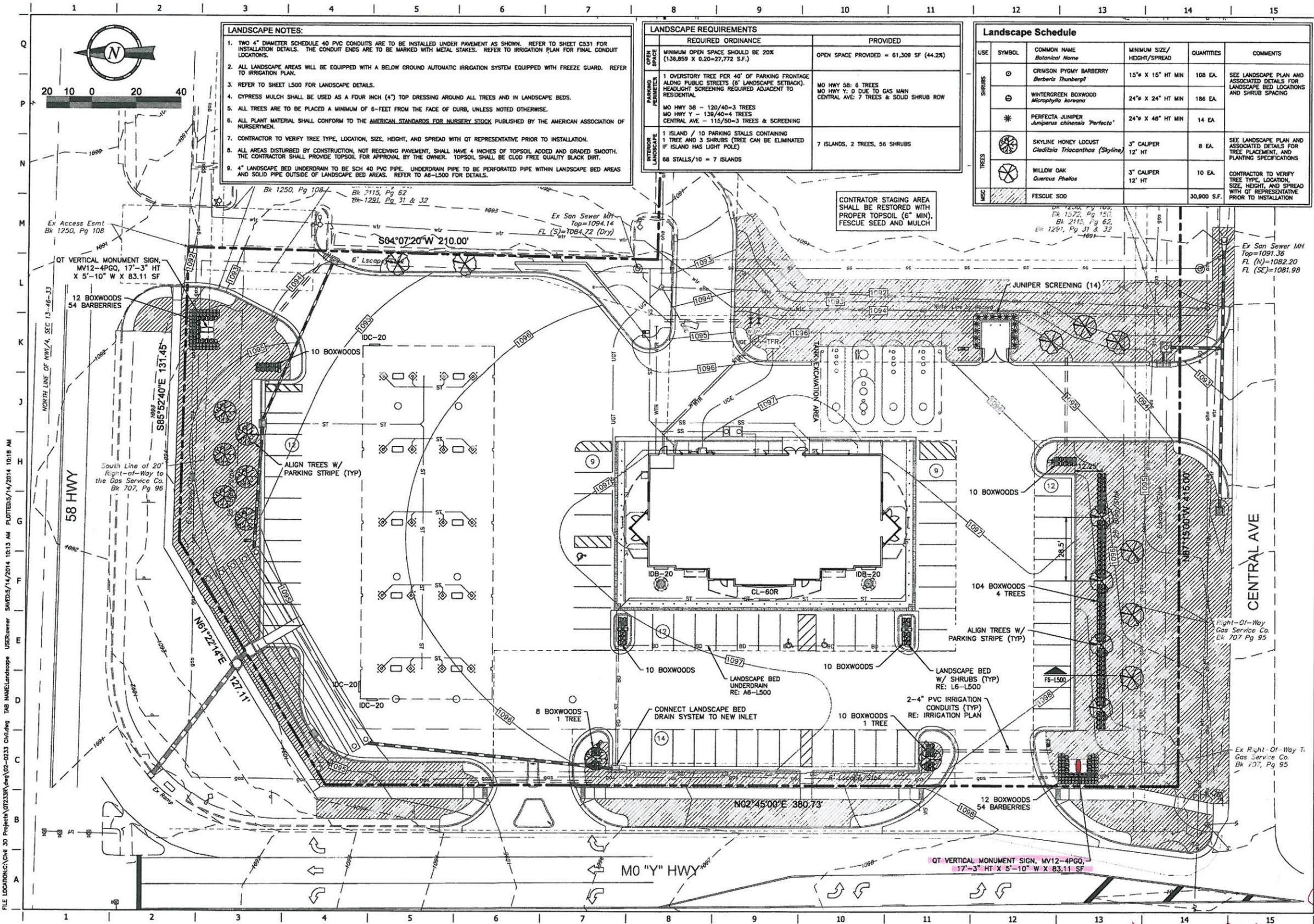
### SITE LIGHTING FIXTURE TABLE

TYPE	HEIGHT	QUANTITY
	22'	4
	22'	2
	22'	2
	22'	2

*Handwritten:* Project No. 14-0515-1310  
June 16<sup>th</sup>

*Handwritten:* OK





**LANDSCAPE NOTES:**

- TWO 4" DIAMETER SCHEDULE 40 PVC CONDUITS ARE TO BE INSTALLED UNDER PAVEMENT AS SHOWN. REFER TO SHEET CS31 FOR INSTALLATION DETAILS. THE CONDUIT ENDS ARE TO BE MARKED WITH METAL STAKES. REFER TO IRRIGATION PLAN FOR FINAL CONDUIT LOCATIONS.
- ALL LANDSCAPE AREAS WILL BE EQUIPPED WITH A BELOW GROUND AUTOMATIC IRRIGATION SYSTEM EQUIPPED WITH FREEZE GUARD. REFER TO IRRIGATION PLAN.
- REFER TO SHEET L500 FOR LANDSCAPE DETAILS.
- CYPRESS MULCH SHALL BE USED AS A FOUR INCH (4") TOP DRESSING AROUND ALL TREES AND IN LANDSCAPE BEDS.
- ALL TREES ARE TO BE PLACED A MINIMUM OF 6- FEET FROM THE FACE OF CURB, UNLESS NOTED OTHERWISE.
- ALL PLANT MATERIAL SHALL CONFORM TO THE AMERICAN STANDARDS FOR NURSERY STOCK PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.
- CONTRACTOR TO VERIFY TREE TYPE, LOCATION, SIZE, HEIGHT, AND SPREAD WITH QT REPRESENTATIVE PRIOR TO INSTALLATION.
- ALL AREAS DISTURBED BY CONSTRUCTION, NOT RECEIVING PAVEMENT, SHALL HAVE 4 INCHES OF TOPSOIL ADDED AND GRADED SMOOTH. THE CONTRACTOR SHALL PROVIDE TOPSOIL FOR APPROVAL BY THE OWNER. TOPSOIL SHALL BE CLOD FREE QUALITY BLACK DIRT.
- \* LANDSCAPE BED UNDERDRAIN TO BE SCH 40 PVC PIPE. UNDERDRAIN PIPE TO BE PERFORATED PIPE WITHIN LANDSCAPE BED AREAS AND SOLID PIPE OUTSIDE OF LANDSCAPE BED AREAS. REFER TO A6-L500 FOR DETAILS.

**LANDSCAPE REQUIREMENTS**

REQUIRED ORDINANCE	PROVIDED
MINIMUM OPEN SPACE SHOULD BE 20% (138,859 X 0.20=27,772 S.F.)	OPEN SPACE PROVIDED = 61,309 SF (44.2%)
1 OVERSTORY TREE PER 40' OF PARKING FRONTAGE ALONG PUBLIC STREETS (6' LANDSCAPE SETBACK). HEADLIGHT SCREENING REQUIRED ADJACENT TO RESIDENTIAL.	MO HWY 58: 6 TREES MO HWY Y: 0 DUE TO GAS MAIN CENTRAL AVE: 7 TREES & SOLID SHRUB ROW
MO HWY 58 - 120/40-3 TREES MO HWY Y - 138/40-4 TREES CENTRAL AVE - 115/50-3 TREES & SCREENING	7 ISLANDS, 2 TREES, 56 SHRUBS
1 ISLAND / 10 PARKING STALLS CONTAINING 1 TREE AND 3 SHRUBS (TREE CAN BE ELIMINATED IF ISLAND HAS LIGHT POLE)	
66 STALLS/10 = 7 ISLANDS	

**Landscape Schedule**

USE	SYMBOL	COMMON NAME <i>Botanical Name</i>	MINIMUM SIZE/ HEIGHT/SPREAD	QUANTITIES	COMMENTS
SHRUBS	⊙	CRIMSON PYGMY BARBERRY <i>Berberis thunbergii</i>	15" x 15" HT MIN	108 EA.	SEE LANDSCAPE PLAN AND ASSOCIATED DETAILS FOR LANDSCAPE BED LOCATIONS AND SHRUB SPACING
	⊙	WINTERGREEN BOXWOOD <i>Microphylla koronika</i>	24" x 24" HT MIN	186 EA.	
	⊙	PERFECTA JUNIPER <i>Juniperus chinensis 'Perfecta'</i>	24" x 48" HT MIN	14 EA.	
TREES	⊙	SKYLINE HONEY LOCUST <i>Gleditsia triacanthos (Skyline)</i>	3" CALIPER 12' HT	8 EA.	SEE LANDSCAPE PLAN AND ASSOCIATED DETAILS FOR TREE PLACEMENT, AND PLANTING SPECIFICATIONS
	⊙	WILLOW OAK <i>Quercus phellos</i>	3" CALIPER 12' HT	10 EA.	CONTRACTOR TO VERIFY TREE TYPE, LOCATION, SIZE, HEIGHT, AND SPREAD WITH QT REPRESENTATIVE PRIOR TO INSTALLATION
	⊙	FESCUE SOD		30,900 S.F.	

13652

PROJECT NO.: 02-0233

DARLA K HOLMAN, PE

HOLMAN ENGINEERING  
6734 RED OAK  
SHAWNEE, KS 66217  
P 913.248.9385  
F 913.962.5974  
dkholmanpe@everestkc.net  
engineering

QuikTrip No. 0233R

501 E. NORTH AVENUE  
BELTON, MO

QT

© COPYRIGHT QUIKTRIP CORPORATION 2013  
ALL RIGHTS RESERVED. REPRODUCTION,  
PUBLICATION, DISTRIBUTION, OR SALE IN  
WHOLE OR IN PART, IS STRICTLY FORBIDDEN.

PROTOTYPE: P-78 (02/01/14)  
DIVISION: 02  
VERSION: 001  
DESIGNED BY: DKH  
DRAWN BY: DKH  
REVIEWED BY: DKC

REV	DATE	DESCRIPTION

ORIGINAL ISSUE DATE: 05-12-2014

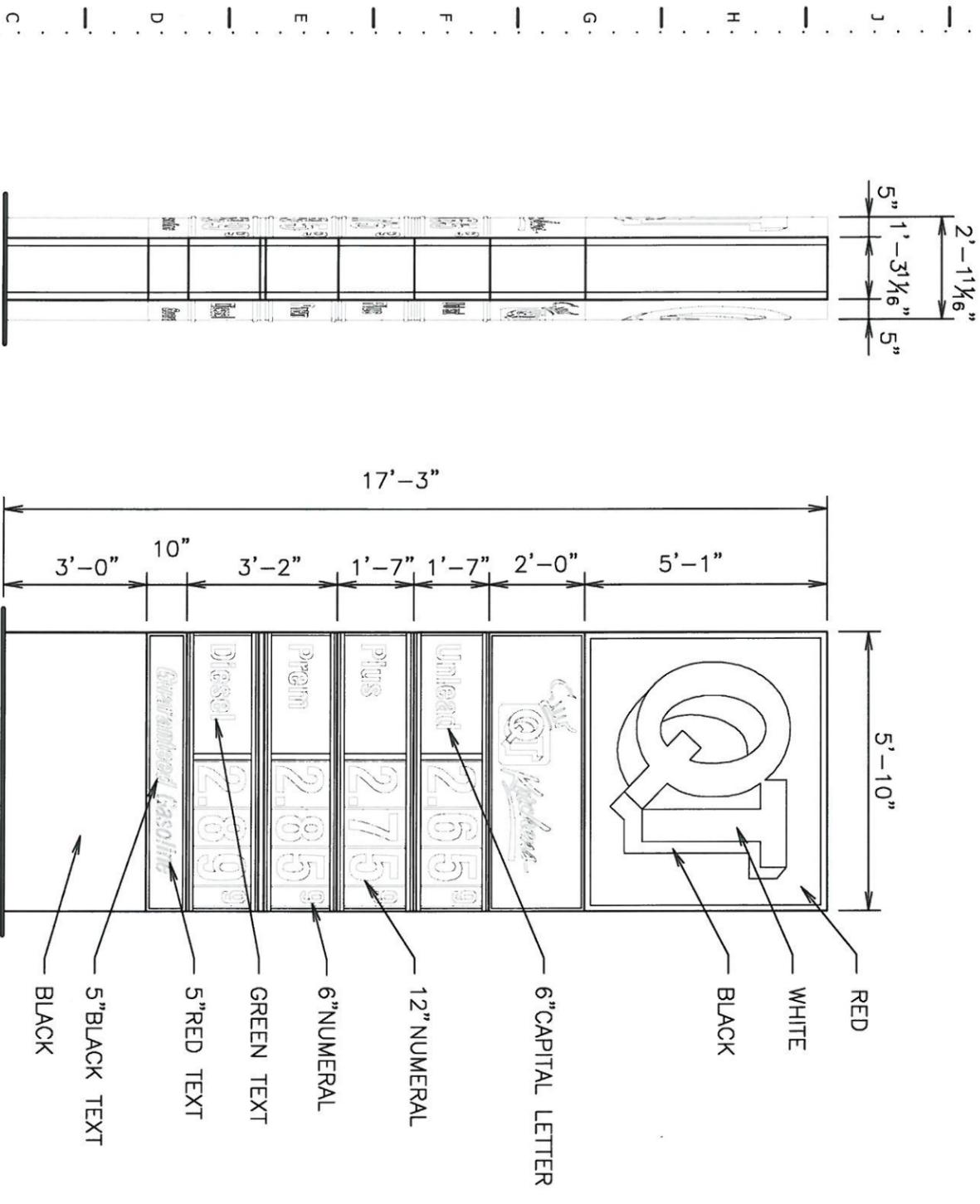
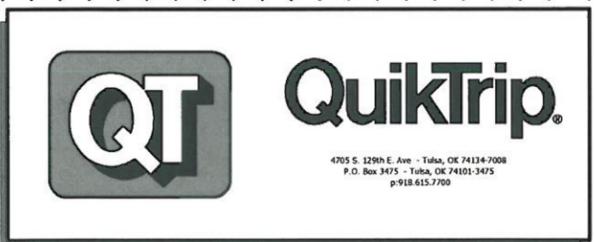
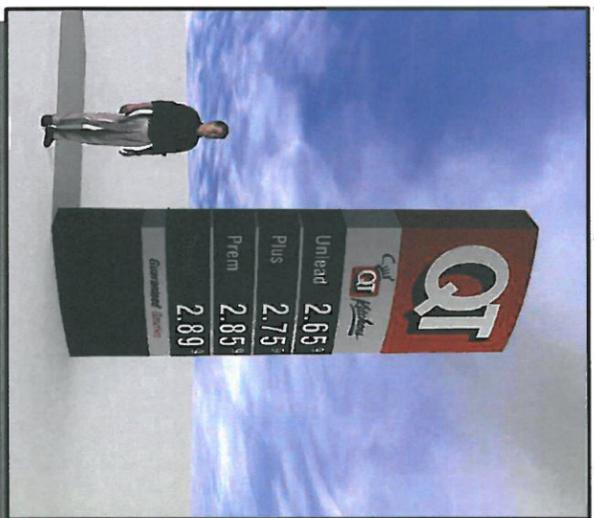
SHEET TITLE:  
LANDSCAPE PLAN

SHEET NUMBER:  
L100

FILE LOCATION: C:\CH4\_3D\Projects\0233R\Any\02-0233\_Civil.dwg USER: darlar USER: darlar SW: 05/14/2014 10:13 AM PLOTTED: 5/14/2014 10:18 AM

17'-3" x 5'-10" = 88.33 SF

Project No. 14-0515-1310  
June 16<sup>th</sup>



**SPECIFICATIONS:**

**LOGO**  
 Flat Solar grade, Clear Cyro Face. .177 thickness, painted on 2nd surface to match 3M Cardinal Red Translucent #3632-53, Akzo Nobel, no embossment.

**Pricer**  
 Flat Solar grade, Clear Cyro Face. .177 thickness, painted on 2nd surface, Akzo Noble Black, manual Font Numerals, Clear Helvetica Condensed font. Product Panels, Cyro, Clear text area, painted 2nd surface Akzo Nobel Opaque Black, Diesel Product Panel painted 2nd surface to match PMS 7481C Translucent Green, Akzo Noble.

**LOGO Cabinet/Pricer Cabinet/Base**  
 Aluminum Construction, Internally Illuminated with GE Tetra PowerStrip DS65/GE PS24 Power Supplies. LOGO Cabinet painted Akzo Noble, QT Red SIGN9141 Low Gloss. Pricer Cabinet and Base painted Akzo Noble Black Low Gloss. Accent Trim section painted 1st surface Akzo Noble Silver-Low Gloss.

1 2 3 4 5 6

SQUARE FOOTAGE	
TYPEFACE	39
INSIDE CAN	71
ENTIRE SIGN	84

NOTES	
DRAWN BY	TBP
ISSUE DATE	11/07/12

**Vertical  
 Monument Sign  
 MV12-4PGQ**

SCALE:	
1/4" = 1'-0"	
SERIAL NUMBER:	MV12-4PGQ
STORE NUMBER:	



# **ANNEXATION STRATEGY**

**DRAFT**



***DRAFT COPY***

City of Belton

5, 10, & 15 Year Annexation Plan

JUNE 2014

Prepared by: City of Belton Dept. of Economic & Community Development

## Table of Contents

Introduction.....	3
Why Annex? Growth & Justification.....	4
Annexation Process.....	5
Annexation Agreements with Neighboring Jurisdictions.....	6
5 Year West Annexation Map.....	11
Rationale .....	12
5 Year South Annexation Map.....	13
Rationale.....	14
10 Year West Annexation Map.....	15
Rationale.....	16
10 Year South Annexation Map.....	17
Rationale.....	18
15 Year West Annexation Map.....	19
Rationale.....	20
15 Year South Annexation Map.....	21
Rationale.....	22

Annexation Analysis.....23  
Annexation Approval Criteria.....24  
Policy Statements.....25

## **Introduction:**

This Annexation Plan (the “Plan”) is intended as a policy framework to guide future annexation decisions by the City of Belton’s (the “City”) Planning Commission and City Council. It outlines a method for the City to pursue annexation to expand its incorporated city limits and create future growth areas.

The Plan provides a general overview of the process by which the City can initiate the annexation of surrounding areas and includes: the purpose for pursuing annexation, the different types of annexations and process required for each type and recommendations for future annexations.

The approval of the Plan by the City Council does not initiate the annexation of any property outlined in the Plan, nor does the Plan represent an existing annexation. Implementation of annexation outlined in this document will require the City Council to follow the procedures outlined by the Missouri Revised Statutes..

The Plan should be used as an advisory document for annexation. Before the City Council initiates any annexation in the areas described herein, the City Council will be provided with a thorough fiscal analysis that examines the cost of providing services, the projected revenue that will be generated, growth projections, and impacts on current and future property owners within the proposed annexation areas.

The City’s Capital Improvement Program (CIP) is a five year capital project policy document establishing project priorities, funding methods and project start dates. The CIP is reviewed each year by the City Council and any necessary modifications to the CIP are made accordingly; it should also be reviewed by the Planning Commission. Beyond five years it is difficult to determine either the economic and commercial growth for Belton or predict the availability of funding for development projects. This is where the policies and goals of the city’s Comprehensive Plan should be used as a guide for Belton’s decision makers. Belton must update its existing Comprehensive Plan this will help ensure consistency, orderly development and predictability for both the City’s residents and development community.

The Plan shall be reviewed and updated by the Planning Commission and City Council every five (5) years.

## **Purpose of Annexation**

The annexation process is governed by the Missouri Revised Statutes. Generally, the process requires that the municipality pursuing annexation demonstrate that the annexation is both ‘reasonable and necessary’. The terms reasonable and necessary embody two separate but closely related concepts.

The following are general principles for consideration of future annexation. Generally, reasonableness and necessity are shown where annexation area exhibits adaptability to urban purposes and is necessary or convenient to a reasonable exercise of city government. More specifically, factors for consideration are:

- Municipal need for residential or industrial sites within the annexation area.
- Inability to meet Municipal needs without expansion.
- Reasonably foreseeable needs, rather than merely visionary one.
- Past growth showing future necessity.
- Extent of Municipal ‘spillover’.
- Benefits of uniform application and enforcement of Municipal Zoning.
- Benefits of uniform application and enforcement of Municipal Building Codes.
- Need for extending police protection.
- Benefits of uniform application and enforcement of Municipal Services.
- Enhancement of annexation area land values, and
- Resulting regularity of City boundaries.

## **Annexation Process**

There are two types of annexation, voluntary and involuntary. This section outlines the process for each type of annexation:

### **Voluntary Annexation**

Voluntary annexation may occur if 100% of the property owners in an area petition the city for annexation. If the city consents, a public hearing must be held before the city can approve the petition. The public hearing must be held between fourteen (14) and sixty (60) days after the petition is received. When property owners voluntarily annex, there is no requirement for the city to provide any kind

of plan or timetable for providing municipal services to the annexing area. However, the city must be able to provide normal municipal services within a reasonable time.

#### Involuntary Annexation

Involuntary annexation can only occur if the annexation is approved in an election, where the annexation has been approved by a majority of votes cast in the area to be annexed, and by a two-thirds majority of votes cast in the city. Before an election can occur, the City must also comply with extensive legal requirements set forth in 71.015 RSMo to ensure that interests of annexed property owners are protected. Among the requirements, the City must adopt a 'Plan of Intent' to provide services to the area within three (3) years after annexation is approved, and must specifically demonstrate how the city proposes to zone the area(s) to be annexed. As additional protection, the city can not involuntarily annex the land unless they obtain a 'Declaratory Judgment' from the Circuit Court that the annexation is reasonable and necessary, and a judicial determination that the city has the ability to provide municipal services within three (3) years. If the Declaratory Judgment and determination does not occur, the city cannot annex.

#### Cause of Action for De-annexation

For informational purposes, the potential for 'De-Annexation' should also be presented. Failure of the municipality to provide the services in the area as prescribed in the 'Plan of Intent' or failure to zone as promised in the Plan of Intent within three (3) years after the effective date of the annexation will give rise to a cause of action for de-annexation that could be filed in circuit court. The only persons who can bring such an action are those who were residing in the area at the time annexation became effective. Thus, anyone moving into the area after the effective date could not bring action.

### **Annexation Agreements with Neighboring Cities**

Currently, only one neighboring city has a formal annexation agreement with the City.

**City of Peculiar:** The City and the City of Peculiar entered into an Annexation Agreement and subsequent Amendment approximately ten (10) years ago. The City proposed an annexation area which is south of 203<sup>rd</sup> Street and East of Y-Highway, close to Peculiar's northwest city limits.

## 5-Year Area Annexation Plan

- 1. Non-contiguous parcels:** The annexation of parcels which are not contiguous or those parcels isolated outside of city limits. These are parcels that are strategically necessary to achieve the population goals and objectives of the City. (See attached map)

**Location 1:** Several parcels along and south of Cambridge Road west of Mullen Road to Holmes Road and south to 184<sup>th</sup> Street.

Rationale: Missouri Department of Transportation (MODot) recent completion of roadway improvements to Holmes Road has spurred new development. It is in the city's best interest to annex these land areas to ensure future development and growth are consistent with the City's comprehensive plan, land use/zoning and building codes.

Process: Voluntary annexation action should be reviewed and subsequently initiated either consistent with priorities recommended by this Plan or as approved by the City Council.

**Location 2:** The Eagle's Landing Golf Course property along and north of Markey Road and west of Westover Road north to 155<sup>th</sup> Street and west to Prospect Avenue.

Rationale: The close proximity of the Markey Business Park and the potential reinvestment in the city's golf course property has spurred new development. It is in the city's best interest to annex these land areas to ensure future development and growth are consistent with the city's comprehensive plan, land use/zoning and building codes.

Process: Voluntary and Involuntary annexation actions should be reviewed and subsequently initiated either consistent with priorities recommended by this Plan or as approved by the City Council.

**Location 3:** Several parcels immediately south of Highway 58 west to Holmes Road (including Wheatland Estates) and north to the Fairway Ridge residential subdivision.

Rationale: One of the city's future growth areas is located in the southwest quadrant section. The Missouri Department of Transportation (MODot) recent completion of roadway improvements to Holmes

Road has spurred new development. It is in the city's best interest to annex these land areas to ensure future development and growth are consistent with the city's comprehensive plan, land use/zoning and building codes.

Process: Voluntary and Involuntary annexation actions should be reviewed and subsequently initiated either consistent with priorities recommended by the Plan or as approved by the City Council.

## **10-Year Annexation Plan**

**1. South Belton:** The annexation of parcels which are contiguous with current City limits. (See attached map)

Location 1: Properties south of 184<sup>th</sup> west of Mullen Road to Cleveland Avenue and south to 187<sup>th</sup> Street.

Rationale: The proposed annexation is reasonable and necessary to the proper development of the city, and the land to be annexed is contiguous to the existing city limits.

It is in the City's best interest to annex these land areas to ensure future development and growth are consistent with the City's comprehensive plan, land use/zoning and building codes.

Process: Voluntary / Involuntary annexation action should be reviewed and subsequently initiated either consistent with priorities recommended by the Plan or as approved by the City Council.

**2. Southwest Belton:** The annexation of parcels which are contiguous with current City limits. (See attached map)

Location 1: Properties south of 184<sup>th</sup> Street to 187<sup>th</sup> Street, then west to Holmes Road, north to 174<sup>th</sup> Street.

Rationale: The proposed annexation is reasonable and necessary to the proper development of the city, and the land to be annexed is contiguous to the existing city limits.

It is in the City's best interest to annex these land areas to ensure future development and growth are consistent with the City's comprehensive plan, land use/zoning and building codes.

Process: Voluntary / Involuntary annexation action should be reviewed and subsequently initiated either consistent with priorities recommended by this Plan or as approved by the City Council.

### **15-Year South Annexation Plan**

Location: All remaining parcels not included in the proposed 10-year Annexation Plan between the North Cass interchange and Holmes Road, south of 187<sup>th</sup> Street to 203<sup>rd</sup> Street.

Rationale: The proposed annexation is reasonable and necessary to the proper development of the city, and the land to be annexed is contiguous to the existing city limits.

It is in the City's best interest to annex these land areas to ensure future development and growth are consistent with the City's comprehensive plan, land use/zoning and building codes.

Process: Voluntary / Involuntary annexation action should be reviewed and subsequently initiated either consistent with priorities recommended by this Plan or as approved by the City Council.

## ANNEXATION ANALYSIS – PROCEDURES

During the annexation process, the Planning Commission shall evaluate the following items when applicable and before providing a recommendation for, or against, the proposed annexation to the City Council. In the case of a voluntary annexation, additional items may be required from the property owner if deemed necessary.

### 1. Property Features

Map(s) and documents showing the features on and surrounding the property, including:

- 1) Present and proposed City boundaries;
- 2) Existing land use;
- 3) Proposed zoning;
- 4) Existing buildings;
- 5) Location of existing septic tanks and wells;
- 6) Existing and proposed water, pressurized irrigation, canals and sewer mains;
- 7) Proposed extensions of existing streets and public utilities;
- 8) Acreage of property to be annexed, and;
- 9) Existing utility service providers.

### 2. Service Needs Assessment

The property owner shall provide maps and documents listing and describing in detail those city services that must be expanded to meet the needs of the proposed annexation. Future municipal services needed to adequately serve the proposed annexation should be estimated for the following:

- 1) Police protection (personnel, equipment, etc.)
- 2) Fire protection (personnel, equipment, hydrants and fire stations)
- 3) Public works (additional street lighting, maintenance, construction, garbage collection and street mileage)
- 4) Parks and Recreation (additional park acreage, recreational programs, new facilities, and personnel)
- 5) Water and Fire protection (water main construction, maintenance, replacement of old lines, valid water rights)
- 6) Sanitary Sewer (new interceptor lines, additional treatment plant costs, capacity constraints, costs to maintain pump station(s), etc.)
- 7) Storm drainage (detention, connection to existing storm drain systems, flood channels, and outlets)

### 3. Proposed Services: City Costs and Revenue

The cost of development statement should include the additional cost incurred by the City for all services provided by the city resulting from the proposed annexation and development. The petitioner should also provide a summary statement of all anticipated building permits, growth impact fees, sales tax, property tax, and other public revenue generation resulting from the project at building out. This analysis should also include the number of proposed residential, commercial and industrial units, estimated population at build out of the proposed annexation area, current assessed valuation of the proposed annexation area and anticipated assessed valuation at build out, and a summary statement of any financial commitments bound to the property by a Special Service District.

### **ANNEXATION AGREEMENTS**

If municipal services to the proposed annexation area can only be provided by the future construction of onsite and offsite facilities, the city may negotiate terms and a time frame with the property owner for the construction of these services through an **Annexation Agreement**. The annexation analysis described above should serve as a guide for the City in its decision as to form, extent, and content of the annexation agreement.

### **ANNEXATION APPROVAL CRITERIA:**

Future Annexation should be evaluated using the following criteria:

- Will the annexation increase Belton's tax base or revenue producing ability?
- Is the annexation necessary to control short-term development in an area which is important to Belton's long-term growth plans?
- Do the annexation plans of adjacent communities threaten the long-term growth potential of Belton?
- Does the annexation add an area with short-term development potential which can be easily serviced by existing infrastructure?
- Is the property in Belton's long-term growth area being inappropriately developed under Cass County development regulations?
- Will the annexation over-burden City resources?

**POLICY STATEMENTS:**

1. DEVELOPMENT IN THE ANNEXED AREA SHOULD BE CONSISTENT WITH THE CITY'S COMPREHENSIVE PLAN.
  - Any proposed development in an annexed area should be consistent with the Comprehensive Plan. However, the Comprehensive Plan may be amended as deemed necessary and appropriate.
2. PLANNING COMMISSION TO REVIEW PROPOSED ANNEXATION
  - In order to facilitate orderly growth and development, the Planning Commission shall review all proposed annexations and make recommendations to the City Council in accordance with state law.
3. ANNEXATION TO BE CONSIDERED ONLY IN AREAS OF POTENTIAL URBAN SERVICE
  - Belton's policy is to only consider annexing areas where the city has the potential to provide municipal services (either directly or by inter-local cooperative agreement).
4. ISLANDS AND PENINSULARS OF UNINCORPORATED AREAS TO BE ANNEXED
  - Belton encourages islands and peninsulas to become annexed.
5. TIME PERIOD TO COMPLETE VOLUNTARY ANNEXATION PETITION STUDY
  - After an annexation petition has been certified, the protest period over, and the petition forwarded to the Planning Commission for study, a period of one year is allowed to finish the study and submit a recommendation to the City Council. If action is not taken in that one year period, the annexation request will be null and void. However, one 6-month extension may be allowed to complete the study and prepare a recommendation to the City Council.
6. MUNICIPAL SERVICES IN UNINCORPORATED AREA
  - The plan for extension of municipal services is represented in the Comprehensive Plan and the Capital Improvement Plan for public facilities. These two adopted documents are developed around the

Future Land Use Plan which is incorporated in the Comprehensive Plan. The critical component of this is the ability of the city to provide municipal services to these areas.

#### 7. HIGH QUALITY MUNICIPAL SERVICES TO BE PROVIDED

- It is the policy of Belton to extend high quality municipal services, delivered efficiently throughout the city – including areas of annexation. Further, the city promotes the equitable distribution of community resources and obligations. Such services may be provided directly by Belton, through inter-local cooperative service agreements, or through creation of such special improvement districts as determined by Belton to be in the best public interest of its citizens.

#### 8. COMPLIANCE WITH STANDARDS AND REGULATIONS

- It is the policy of Belton to require the development of annexed areas to comply with city standards and regulatory laws. This includes the city's building code, subdivision regulations, zoning ordinance, and development standards for street width, curbs, gutters, sidewalks, street lighting, road signs, and other utilities. However, existing development may be annexed as legal non-conforming development and uses, consistent with Belton's unified development code which addresses non-conforming uses.

#### 9. AVOID ENVIRONMENTAL SENSITIVE AREAS

- It is the policy of Belton to avoid development of wetlands, critical environmental habitat areas and other environmental conditions that jeopardize the integrity of the city infrastructure. Consideration will be given however, should the developer define how they will mitigate these issues in conformance with city ordinances, federal and state regulations in the annexation agreement.

#### 10. MUNICIPAL SERVICES ON AS-NEEDED BASIS

- In areas where municipal services are not available, services will be extended on an as-needed basis at the cost of the property owner. All extensions of municipal services must comply with city ordinances and policy criteria and will be paid for by the individual property owner.

## 11. EXTENSION OF ROADS, STREETS, AND OTHER VITAL PUBLIC FACILITIES

- As a condition of annexation, property owners may be required to extend streets, water, sanitary sewer, and other public facilities consistent with city code. Development of improvements shall be extended to the edge of property lines. These details will be set out in an annexation agreement which will be recorded with the Cass County Recorder of Deeds.

## 12. ESTIMATE TAX CONSEQUENCES OF ANNEXATION

- It is anticipated that areas annexed into the city will increase in value, and the tax assessment on newly developed areas, along with impact fees, development fees, and additional revenue assessments will generate revenue to help support the new services. However, the city needs to constantly monitor and advocate for a balanced tax base through economic promotion and development and by encouraging commercial and service industry growth.

## 13. REVENUE AND ANNEXATION

- Consistent with State Law, it is Belton's intent to annex territory for the sole purpose of acquiring revenue. However, it is important for a community like Belton to maintain a balanced tax base.

## 14. COMPLY WITH CITY STANDARDS

- It is the desire of Belton that, in the event parcels of land within the expansion area are developed and are not able to be annexed into the city, such developments will be consistent with Belton's standards and specifications for street and public facilities and the County will refer all developments to the city for review and recommendations.

## 15. FINANCE SERVICES

- It is the policy of Belton that developments should finance their extensions of municipal services. Impact fees derived from a developer may fill in some gaps in providing services to the area but development within expanded areas needs to be the primary responsibility of the developer/petitioner.

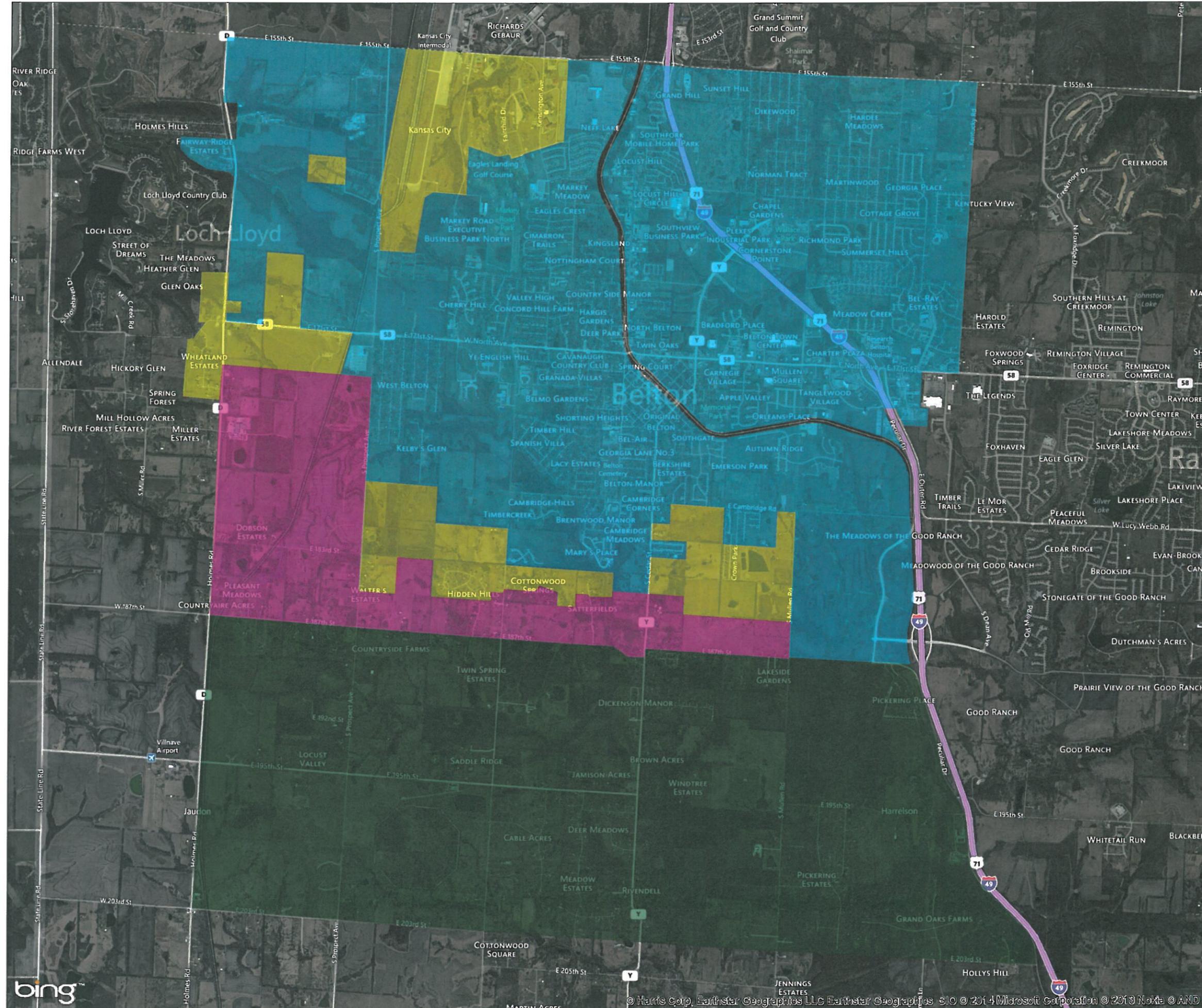
# Proposed Annexation Areas



**Belton\_Boundary\_Alt**

**Proposed Annexations Timetable**

- 5-Years - 1,870 Acres
- 10-Years - 1,725 Acres
- 15-Years - 6,730 Acres



# **BELTON BEAUTIFICATION PLAN**

**DRAFT**

# Draft

# BEAUTIFICATION PLAN

City of Belton

*April 2014*



## **INTRODUCTION**

In response to public input and internal discussions, the City and the Parks Department believe it to be critical to the morale and prosperity of the community that there is a renewed focus on the appeal and aesthetics of the community. Subsequently, the City has developed this “Beautification Plan” as the guidance for the strategic creation, placement and maintenance of beautification areas. This Plan will also be complimentary to the City’s MS4 Permit through the Missouri Department of Natural Resources (DNR) that establishes the goals and objectives of the City’s approach to the stewardship of its natural environment.

## **DEFINITIONS**

*Biological control* – the use of biological agents, such as insects, to control weeds.

*Chemical control* – the use of herbicides, both pre- and post-emergent.

*Disease control* – the maintenance of healthy plants accomplished by food cultural practices.

*Edging* – the control by manual or chemical means of plant growth, both to lawn area surrounding the bed, and plant material in the beds.

*Fertilizing* – the use of organic or inorganic materials to adjust fertility levels in the soil.

*Insect control* – the suppression or eradication of harmful insects in the landscape.

*Irrigation* – the supply of water to plantings, either through automatic irrigation systems or manual systems.

*Manual or mechanical control* – the use of hand and power tools to remove unwanted vegetation.

*Landscape beds* – plant beds are non-turf, planted areas that include plants such as shrubs, trees and ground covers. Plant beds also include floral color displays containing herbaceous plants such as perennials, annuals and bulbs.

*Weed control* – the control of undesirable plants species either by manual or chemical control.

## **TYPES OF LANDSCAPE BEDS**

Location, level of visibility, and site use dictate the type of bed to use and the maintenance standards for plant beds. Even with similar beds, maintenance techniques can differ for highly visible (high-traffic) areas as opposed to remote areas that may remain informal and natural. For that reason, planed landscape bed, best management practices (BMP) are tailored to the specific requirements of plant material and site goals. At a high priority site, the desired result may be to promote prolonged bloom in floral displays.

Landscaped plant beds can be divided into three (3) categories according to level of visibility and usage:

1. Priority 1 Area: are strategically placed, high-visibility landscapes with the highest standard of maintenance which includes weekly watering, grooming, weeding and regular site visits.
2. Priority 2 Area: are beds that are very visible and have a high standard of maintenance which includes weekly watering, grooming, weeding and regular site visits.
3. Priority 3 Areas: are beds that are moderately visible and a standard of maintenance that includes periodic watering, monthly weeding and seasonal pruning.

Newly-established landscapes will also have a very high standard of maintenance through the plant establishment period (1-5 years), which includes daily/weekly watering, grooming, weeding and regular site visits.

## **Existing Site/Environmental Conditions**

Site microclimate considerations are taken into account when planning a new planting or renovating an existing one. The following factors must be weighed:

- The condition of current plant material is a good indicator of existing cultural conditions. Compaction, low nutrients, and types of pest populations determine renovation and plant selection options. This is particularly true of soil-borne pathogens. Selecting resistant plant materials is a must. It is also recommended to select plants that do not require fertilizers or highly specialized care.
- Soil may require amendment to improve drainage or water-holding capacity. Heavy clay or very sandy soils may be improved if desired, but appropriate plant selection is vital to the success of the planting.
- Irrigation and drainage conditions must be assessed and any improvements included in the design process. Run-off should be eliminated as much as possible.
- Cultural conditions such as exposure to sunlight and reflected light and heat, wind, and rainfall apply to plant selection and irrigation installation.

- Safety. Safety issues include access, falling branches, plant growth that blocks pathways, visibility through shrub beds, and rerouting pedestrian traffic to sidewalks.
- In floral displays, the maintenance budget for the display must be taken into consideration when selecting plant material. Some annuals and perennials require more grooming than time constraints allow and should only be used where they will receive adequate care.
- Species diversity offers a longer season of interest. Monocultures can be more susceptible to total failure in case of insect or disease problems.

## **PLANTING DESIGN**

Landscape plant beds are often the focal point of a park, streetscape or City building. They provide color, texture, space definition, fragrance, wildlife habitat and other benefits enjoyed by the community. Environmental conditions allow planners, designers and maintenance staff to create a landscape plant collection of real beauty. Careful management of these assets is required to create a scenic and appealing place to live and do business in Belton. The visual environment is of major importance to most people and can be enhanced by coordinating all aspects of the City. All man-made elements should relate to the natural resource or environment, either blending with it or enhancing it.

*The primary consideration of this plan is aesthetics*, and consideration of all of the following key design issues when selecting planting material is critical:

- Shape
- Color
- Texture
- Seasonal Interest
- Growth Rate
- Mature Size
- Drought Tolerance
- Native Plants
- Plants of Merit
- Plant Diversity
- Maintenance
- Safety/Security

## **BEST MANAGEMENT PRACTICES**

### Site Preparation

Preparing the site properly is important to the long-term success of a landscape; making the necessary cultural improvements before planting saves time and money. The following are BMP's for site preparation:

- *Existing Weeds*- to prepare a site for landscaping or renovation, existing weeds and undesirable plant materials should be removed as thoroughly as possible. Weed

populations (especially difficult-to-control weeds) affect planting plans. In a primary bed location, they should be eradicated before installation of new landscapes. If mechanical eradication is not practical, an appropriate chemical control may be used.

- *Overgrown Plants*- plant material that is too large, or has an expected mature size that is too large for the space, should be replaced with appropriately sized species.
- *Diseased Plants*- disease and insect-resistant material should be selected and used where the culture will promote healthy growth. In an existing planting to be renovated, diseased plants shall to be removed and replaced with healthy specimens or treated by appropriate means.
- *Soil*- soil amendments as required should be added to and incorporated into an entire planting area. Avoid tilling saturated soils, which can damage tilth.
- *Water*- irrigation systems should be installed as needed. Drainage systems should be carefully installed in every landscape bed. ***Depending on the location and topography of the area around it, the bed should be landscaped to collect run-off in such a way that the stormwater is allowed to absorb and be utilized by the plantings, while filtering the run-off and possibly detaining it in a beneficial manner. This effort will fit within the City's MS4 Permit that is managed and monitored by the City Engineer.***
- *Landscape Features*- install retaining walls, pathways and hardscape features prior to plant installation to avoid subsequent damage.
- *Rocks and Debris*- excessive rocks and debris must be removed. Rake area to establish finish grade.
- *Fertilizers*- a soil test indicates fertility levels in the soil. Fertilizer, if required, should be applied to site and incorporated into soil. It helps to know if amendments include un-composted woody material, which will require nitrogen.
- *Annuals*- annual flowerbeds shall be spaded or tilled at planting time. Amendments such as compost, sand, or Perlite can be added to adjust drainage. In containers, the addition of hydrating gel can enable the use of plant material that might not otherwise be appropriate because of water requirements.

## Planting

The following guidelines for proper installation of plant material ensure good establishment and healthy growth.

- *Fertilizer*- if fertilizer is to be used, it is best to wait until plants are established before adding chemical fertilizers to the soil in order to promote long root growth.
- *Depth*- plants must be placed at proper depth, taking into consideration room needed for mulching and natural setting.
- *Spacing*- proper spacing with consideration of mature size and spread of plants ensures good establishment. Good air circulation, availability of sunlight, water and nutrients will promote growth and avoid development of disease. Ground covers and floral plantings should be close enough to provide adequate coverage to compete with weeds, and provide effective display, without being too crowded at maturity.
- *Water*- water new plantings to settle soil and reduce transplant shock. Ensure adequate moisture levels during the growing season.

- *Mulch*- mulch at planting time for maximum efficiency. Rake soil smooth to prevent puddling, and then apply mulch. Avoid smothering small plants. A fine mulch is preferred as it becomes the next season's planting soil.

### Edging

Edging controls by either manual or chemical means the plant growth both in the lawn surrounding a bed and plant material in the beds. The main purpose is to maintain a neat edge to the planted area. Proper edging also controls weeds in the bed edge.

- Informal plantings can be maintained mechanically or chemically to control turf and weed encroachment onto mulched areas.
- Formal plantings can be maintained by hand tools, mechanical means or chemically.

### Irrigation

Site conditions such as soil type and slope, exposure and moisture requirements of plants dictate both frequency and duration of application.

- Weather conditions, such as temperature and rainfall, require monitoring and response. Generally, most plants require at least 1 inch of water per week. Drought tolerant plants, once established, may need less. Floral plantings, particularly in containers, require considerably more.
- Infrequent deep watering is preferable. Avoid creating runoff.
- Shrubs, ground covers and flowers planted in the root zones of large trees need more water to balance the competition from the tree roots.
- Consider pedestrian access, park usage, and available personnel when establishing irrigation schedules.
- Avoid disease damage by keeping water off leaves.
- Be sure to begin watering early enough in the spring to prevent plant stress and hydrophobic soil conditions. Continue irrigating until consistent fall rains begin.
- Visually test and monitor the system weekly.

### Mulching

Mulching serves to conserve moisture, retain soil, suppress weed growth, moderate soil temperature, reduce compaction, and supply nutrients for plants and soil microbes. It is also aesthetically pleasing, making it desirable for high visibility locations.

- *Materials*- materials include bark products, compost, wood chips, and other commercial organic products.
- *Depth of Application*- this varies according to type of plant material, but averages 2 to 3 inches. Keep mulch materials away from contact with trunk or crown of plants to avoid stem rot.
- *Edge of Beds*- recess edge of beds to avoid drift of mulch materials onto turf or pavement, where necessary.

- *Flower bed*- flowerbeds should be mulched with a fine material such as or sifted compost, taking care not to smother plant crowns. Generally, mulch in an annual planting is 1 inch deep although a deeper layer of mulch, if possible, will provide better weed suppression.
- *Woodchips*- un-composted woodchips can deplete soil nitrogen as they decompose. Use of woodchips may require application of a nitrogen-rich fertilizer.
- *Fallen leaves*- the use of fallen leaves as mulch may be appropriate in some areas. Avoid using diseased or insect-infested material. It is important to avoid smothering the roots of the desirable plants with too thick a layer. A 2-inch layer is considered best. Compost from plants that are known to be diseased must not be used for mulching purposes.

### Fertilizing

Fertilizing, the use of organic or inorganic compounds, shall be tailored to specific requirements for plantings:

- *Nutrients*- nutrient requirements differ according to plant type and the desired performance of a plant. Turf grass and other plants grown for their vegetative growth require more nitrogen than plants grown for flower and seed production. Plants grown for flower and seeds require more phosphorus and potassium. Too much nitrogen can cause excess growth, which will be more susceptible to insect and disease damage.
- *Application Timing*- timing application to the biological cycle of the plants is important in maintaining optimum growth. Plants just becoming established may require more P and K in the blend to encourage root development. Also, plants benefit most from fertilizer application at the onset of their new growth in the spring. Applications too close to fall may delay dormancy and promote soft growth, which can suffer winter damage.
- *Micronutrients*- it is best to test the soil to determine existing levels of these nutrients because an imbalance can harm plants.
- *Soil pH*- the pH of the soil will determine whether to use an acid or base formulation of fertilizer, as well as the need for lime applications. Always test for pH before applying any fertilizer or lime.
- *Formula*- select a formulation that is best for the soil type and time of year. Cold weather slows the activity of soil microbes that make nutrients available to the plants. Plants require nitrogen, phosphorous, potassium and other nutrients to optimize growth.
- *Floral Plantings*- floral plantings can be fertilized at planting time with slow-release fertilizer. Flowers can also be supplemented during growing season with foliar feedings of liquid fertilizer.
- *Compost*- compost can be applied as a nutrient source. It must be fully decomposed so that nutrients are made available to plants. Most compost has no more than 3% nitrogen, which is slowly released. Its main benefit is that it encourages beneficial soil microbial growth.

### Pruning

Pruning shall be performed according to current ISA standards and for the following reasons:

- Encouraging and directing new growth and flowering
- Removing spent blooms and foliage
- Removing insect, disease, and weather damage
- Maintaining size and shape
- Maintaining visibility
- Improving Safety
- Creating pedestrian and mower access

The following are BMP's for pruning:

- *Plant Selection*- use appropriate plant materials that grow to the correct size for the space. Plant selection reduces the need for excessive pruning.
- *Natural Form*- a natural form is desirable in most park settings.
- *Hedge Pruning*- hedge pruning requires careful timing for optimum results:
  - First cut should be made as new growth begins to harden off
  - Last hedging should be made no later than mid-August
  - Hedges should be wider at bottom than top
  - Hedge pruning is labor-intensive and is best applied to plants with smaller leaves as they tolerate heavy pruning better.
  - Because the intensity of maintenance required, formally pruned hedges are not desirable in many park locations.
  - When major pruning is required of prominent plantings and hedges, neighbors/park users may need to be notified in advance of the work to be done
- *Timing*- the best timing of pruning for most plant material is following flowering. Workload balancing, however, often dictates dormant season pruning.
- *Growth Habit*- growth habit of specific plant material will determine optimum pruning method.

## LOCATIONS OF IMPORTANCE

### Priority 1 Areas

These are areas that are believed to most valuable in the investment of money and resources to create an aesthetically pleasing community. They are areas that are near high traffic corridors and intersections, at Parks entrances, may enhance certain community improvements initiatives, or are coupled with other benefits like street bump-outs or rain gardens that alleviate a very specific issue.

Description

Location

Type of Landscape bed

Initial investment

Partners

## Annual Maintenance Costs

### Priority 2 Areas

These are areas that are believed to valuable in the investment of money and resources to create an aesthetically pleasing community, but are near less travelled roadways, near trail heads, in road medians, on City properties, or in parks.

Description

Location

Type of Landscape bed

Initial investment

Partners

Annual Maintenance Costs

### Priority 3 Areas

These are areas that are believed to valuable in the investment of money and resources to create an aesthetically pleasing community, but are smaller areas, less visible areas, or are in neighborhoods with limited visibility. *Examples are corners of subdivisions that are not easily maintained, storm outlet areas, and right-of-way spots that can be left native and made appealing to reduce maintenance and improve aesthetics.*

Description

Location

Type of Landscape bed

Initial investment

Partners

Annual Maintenance Costs

## Conclusion

There are several possible private, civic and government partners that may be interested in this program. There could be an Adopt-A-Spot Program where the private sector might help design the landscape bed, cost share in the initial investment and then participate in the maintenance of the bed. The Parks Department has the lead on the plan and will work with Public Works and Community Development to fund and administer the plan.

The Park Board, the Parks Director (or delegate), the Parks Liaison from the City Council, the Community Development Director (or delegate) and the Public Works Director (or delegate) will administer the program. This plan will be adopted

The City will allocate \$25,000 total per year and invite other stakeholders to participate through labor, materials and/or funding at a minimum of 25% per area of initial investment and 50% of the annual maintenance costs. This plan and subsequent programs will play a key role in the

renewed pride in Belton as a strong community that is a great place to live, grow families and do business.