



**AGENDA  
CITY OF BELTON  
PLANNING COMMISSION  
MEETING AND PUBLIC HEARING  
MONDAY, AUGUST 18, 2014 - 7:00 P.M.  
CITY HALL ANNEX, 520 MAIN STREET**

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- I. **CALL MEETING TO ORDER**
- II. **ROLL CALL**
- III. **ELECTION OF OFFICERS**
- IV. **APPROVAL OF THE MINUTES OF THE JULY 21, 2014 PLANNING COMMISSION MEETING**
- V. **PUBLIC HEARING**
  - A. Consideration of amendment(s) to the Unified Development Code regarding Chapter 1, General Provisions, Section 1-5(1) General Definitions - Manufactured Home Residential Design.
- VI. **CONSIDERATION**
  - A. Consideration of approval of the Belton Beautification Plan.
  - B. Reconsideration of amendments to the City Development Fees.
- VII. **DISCUSSION**
  - A. Discussion of the Capital Improvement Program (CIP).
  - B. Solar energy overview.
- VIII. **DIRECTOR'S REPORT**
- IX. **NEXT MEETING DATE:** September 15, 2014
- X. **ADJOURNMENT**

# **MEETING MINUTES**

**JULY 21, 2014**

**Minutes of Meeting**  
**Belton Planning Commission**  
**City Hall Annex, 520 Main Street**  
**July 21, 2014**

**CALL TO ORDER**

Chairman Holly Girgin called the meeting to order at 7:00 p.m.

**ATTENDANCE**

*Commission:* Chairman Girgin, Mayor Jeff Davis, Commissioners Sally Davila, Tim McDonough, Steve Finn, Chuck Crate, and Larry Thompson.

*Staff:* Jay Leipzig, Community and Economic Development Director; and Ann Keeton, Community Development Secretary.

*Absent:* Councilman Tim Savage and Commissioner Chris Christensen

**MINUTES**

Commissioner Crate moved to approve the minutes of the July 7, 2014 Planning Commission Meeting. Commissioner Thompson seconded the motion. All members present voted in favor and the motion carried.

**PUBLIC HEARING - Retail Tobacco Stores**

Mr. Leipzig introduced Case #TA14-04 which was a continuation of a discussion about text amendments to the Unified Development Code (UDC) on the subject of retail tobacco stores. He reported that the Commission held a public hearing on March 17, 2014 and no input was received, but the Commission suggested some changes to the proposed language. Staff worked with the City attorney to incorporate the suggested language changes and to consider limiting the number of retail tobacco shops based on the City's population. According to Mr. Leipzig, after additional research, it was determined that separation requirements would be the best method for the City of Belton to limit tobacco shops. He reported the definitions are consistent with the "Smoking in Public Places" Ordinance and he went over the proposed language for UDC Section 40 covering retail tobacco stores. These amendments would apply only to new retail tobacco stores and if approved, would be considered by the City Council on August 12, 2014. Mr. Leipzig reported the moratorium on these types of businesses is expiring soon.

Chairman Girgin opened the public hearing at 7:06 p.m. This hearing was being held to receive input regarding text amendments to the UDC on the subject of retail tobacco stores. It was reported by Mr. Leipzig that there are approximately five retail tobacco shops doing business in the City. There was a brief discussion about hookah bars and whether the proposed language is sufficient to regulate those types of establishments. Mr. Leipzig indicated the City attorney has looked at the language in other City ordinances and believes it to be adequate. He went on to say there is also language in the Smoking in

Public Places Ordinance that further defines the regulation. Commissioner Crate suggested modifications to the proposed language including:

c. Adding the language "smoking apparatus" which would read: "The term "Smoking" means inhaling, exhaling, burning, or carrying any lighted cigar, cigarette, pipe hookah, or other tobacco product or **smoking apparatus**, including flavored tobacco. . ."

F. Replacing the second reference to "building" with the word "structure" which would read: "No Retail Tobacco Store shall be located within one-thousand feet (1000') of a playground, youth center, city owned and operated recreational facility, park or library, measured by the shortest straight line from the Retail Tobacco Store building to the **building structure** containing the playground. . ."

H. To add the letter "g" to the list of subsections.

Mr. Leipzig gave an explanation about the grandfather status of current tobacco retail businesses and what type of circumstances must occur before that grandfather status would no longer exist. Regarding the separation requirements in the proposed amendment, Mr. Leipzig stated the proposed 1,000-foot is consistent with other separation requirements in the City code. There was no further input and Chairman Girgin closed the public hearing at 7:18 p.m. Commissioner McDonough moved to approve the text amendment to Section 40-4 of the Unified Development Code regarding Retail Tobacco Stores with the inclusion of the changes proposed by Commissioner Crate. The motion was seconded by Commissioner Crate. When a vote was taken the following was recorded, Ayes: 7 - Chairman Girgin, Mayor Davis, Commissioners Davila, McDonough, Finn, Crate, and Thompson. Noes: none. Absent: 2 - Councilman Savage and Commissioner Christensen. The motion carried.

#### **DIRECTOR'S REPORT**

Mr. Leipzig reported the Cedar Tree Shopping Center is under new ownership and there are plans for redevelopment. Other topics included in the Director Report included:

- Retail Tobacco Store amendments will be considered by the City Council on August 12, 2014.
- Planet Fitness and PepperJax Grill have submitted plans for tenant finish projects.
- A consultant has been selected to move forward with the North Scott Corridor Plan.
- The site plans for Carriage Works and Briar Creek Villas will be considered by the City Council on July 22, 2014.
- Provided an update on sign violations associated with a business at 100 N. Chestnut.
- Campaign signs
- Work has started on the Markey Parkway project and is expected to be complete first week in November.
- Discussion of Academy Sports opening date.
- Discussion of the dry detention in the Markey Parkway area.
- Arvest Bank intends to submit construction documents by the end of 2014.

**ADJOURNMENT**

Commissioner McDonough moved to adjourn the meeting. All members present voted in favor and the meeting adjourned at 7:30 p.m.

Ann Keeton  
Community Development Secretary

# **UDC AMENDMENT**

## **MANUFACTURED HOME DEFINITION**



**PLANNING COMMISSION REGULAR MEETING**

**CITY HALL ANNEX, CITY COUNCIL ROOM**

**520 MAIN STREET**

**MONDAY, AUGUST 18, 2014 – 7:00 P.M.**

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Robert G. Cooper, City Planner

**CASE #TA14-17**

AN ORDINANCE AMENDING SECTION 1-5, ENTITLED "GENERAL DEFINITIONS" AND SECTION 40-4, ENTITLED "RESIDENTIAL-MANUFACTURED HOME COMMUNITIES" OF THE BELTON UNIFIED DEVELOPMENT CODE.

**BACKGROUND**

The Unified Development Code (UDC) was formally adopted by the City of Belton on January 1, 2011. Since its adoption, the UDC has undergone several text amendments, including Section 40-4(1), Residential Manufactured Home Communities, which deals with site placement, bulk requirements and construction. However, Section 1-5(1) is the Definition Section of the UDC, which defines manufactured home residential designs, specifically the minimum dimensions of a unit. It currently reads as, the minimum width of a unit shall be no less than 22-feet.

This text amendment is part of staff’s routine house-keeping efforts to ensure the accuracy of the Unified Development Code.

**EXISTING ORDINANCE LANGUAGE:**

Section 1-5 / ‘Manufactured Home Residential Design. A manufactured home which satisfies the following criteria:

- (1) ‘Minimum dimensions of 22-feet in width and 40-feet in length’

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**DRAFT / PROPOSED LANGUAGE:**

- (1) ‘Minimum dimensions of 16-feet in width and 40-feet in length’

Section 2.

That Section 40-4 (1) entitled "Residential- Manufactured home communities", subsection (e), of the Belton Unified Development Code is hereby amended with the addition of the underlined language, and the deletion of the stricken language:

- e. Installations of new manufactured homes in existing and redeveloped communities must meet the following requirements:

1. Individual manufactured home spaces within a park shall have a minimum area of 5,000 square feet each.
2. Every manufactured home space shall have at least 40 feet of frontage on a paved curbed and guttered street constructed to city street standards. Turnaround streets (culs-de-sac) shall have a minimum diameter of 80 feet.
3. No manufactured home shall be located closer than 20 feet from any property line bounding the manufactured home park community.
4. Minimum building setbacks shall be provided on each manufactured home space measured from the space boundaries as shown on the manufactured home park community site plan, as follows:
  - i. *Minimum front yard:* 22 feet.
  - ii. *Minimum rear yard:* 10 feet.
  - iii. *Minimum side yard:* 10 feet for any one and 17 feet for the other.
5. All manufactured homes shall front facing a street within the manufactured home park community. (The front of a manufactured home shall contain its narrowest width). Where topography or the configuration of the entire manufactured home community makes it appropriate, manufactured home spaces may be arranged with the long side fronting the street. In addition, manufactured homes shall not be positioned vertically, stacked with one over the other, in whole or in part in the manufactured home community.
6. Every manufactured home shall be placed in accordance with the recommended installation procedures of the manufacturer and the standards set by the National Conference of States on Building Codes and Standards and published in "Manufactured Home Installations, 1987" (NCS BCS A 225.1). ~~on a solid concrete slab or on two four-foot-wide concrete runners with a design strength adequate to support the structure as certified by a state licensed engineer or be consistent with the rules of the Department of Economic Development— Chapter 124— Manufactured Home Tie-Down Systems. Each transportable section of a manufactured home shall be placed on such slab or runner.~~

7. Each manufactured home space shall be provided with two paved off-street parking spaces designed in accordance with the off-street parking requirements of these regulations.
8. Each manufactured home shall have a separate enclosed accessory structure of at least 64 square feet with a height of at least five feet for storage located on a concrete slab where an on-space enclosed garage is not provided. The accessory structure may not exceed eight feet tall, eight feet wide, by 12 feet long. Accessory structures in the manufactured home park community shall be architecturally compatible in design and shall be maintained in good repair at all times.
9. Each manufactured home shall be provided with landscaping to at least include two shade trees with a planted caliper of at least 1½ inches.
10. Each manufactured home space shall be provided with an electrical source supplying at least 200 amps and/or natural gas, in accordance with city standards and construction codes.
11. Each manufactured home shall be entirely skirted to a solid surface within 30 days after placement in a park community by enclosing the open area under the unit with a metal or synthetic material that is compatible with the exterior finish of the manufactured home. In addition, all hitches must be removed from the home within 30 days of installation.
12. Each manufactured home space shall be provided with a paved patio area other than a parking space. Each manufactured home space shall be provided with a minimum six feet by eight feet front deck, or three feet by five feet rear deck.
13. All manufactured homes shall be blocked in accordance with manufacturer specifications or, if specifications are not available, a sealed report from a structural engineer licensed for such installations in the State of Missouri.
14. Tie-downs and ground anchors shall secure all manufactured homes to the ground in accordance with state and laws federal laws and manufacturers specifications and shall at least include anchors at each

corner of the manufactured home and at the center of the length of the manufactured home frame.

15. No manufactured home may be located in the 100-year floodplain.

16. All manufactured homes shall have minimum dimensions of 16 feet in width and 40 feet in length. Any manufactured home lawfully and properly permitted prior to the adoption of these minimum dimensions which does not comply with these minimum dimensions shall be considered a legal nonconforming structure.

17. Stairs, porches, entrance platforms, ramps and other means of entrance and exit to and from the homes shall be installed or constructed in accordance with the standards set by the building code and attached firmly to the primary structure and anchored securely to the ground.

18. Each manufactured home shall have the general appearance of an on-site, conventionally built, single-family dwelling.

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**STAFF COMMENT**

The existing manufactured home parks within the City of Belton currently have units that are at 14-foot wide. As of the year 2013, the standard or typical size of a manufactured home being constructed and lived in throughout the country is at 18-feet wide by 40-feet in length. Staff believes the 16-ft. x 40-ft. would be a better fit for the existing manufactured home parks in Belton.

Staff believes this increase in width will cause little to no increased burden on the manufactured home owner/lessee and/or manufactured home park owner and still fit within the original site layout of these legally non-conforming communities.

**STAFF RECOMMENDATION**

Community Development and plan review staff supports the recommendation to approve amending Section 1-5(1) of the Unified Development Code.

**PLANNING COMMISSION ACTION**

1. Motion to recommend **Approval**, to amend Section 1-5(1) and 40-4(1) of the Unified Development Code.
2. Motion to recommend **Denial**, to amend Section 1-5(1) and 40-4(1)
3. of the Unified Development Code.

BILL NO. 2014-\_\_\_

ORDINANCE NO. 2014-\_\_\_\_\_

AN ORDINANCE AMENDING SECTION 1-5, ENTITLED "GENERAL DEFINITIONS" AND SECTION 40-4, ENTITLED "RESIDENTIAL-MANUFACTURED HOME COMMUNITIES" OF THE BELTON UNIFIED DEVELOPMENT CODE.

WHEREAS, the City of Belton adopted the Unified Development Code ("UDC") December 13, 2011; and

WHEREAS, the Belton Planning Commission held a public hearing to solicit comment on proposed amendments to the UDC at a regular meeting on August 18, 2014; and

WHEREAS, the Belton Planning Commission voted by a majority of those present to recommend approval of the proposed amendments to the UDC

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF BELTON, CASS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. That Section 1-5, entitled "General definitions", of the Belton Unified Development Code is hereby amended with the deletion of the stricken language:

~~*Manufactured home residential design.* A manufactured home which satisfies the following additional criteria:~~

- ~~(1) — Minimum dimensions of 22 feet in width and 40 feet in length;~~
- ~~(2) — The pitch of the roof of the manufactured home has a minimum vertical rise of four feet for each 12 feet of horizontal run and the roof finished with a type of shingle that is commonly used in standard residential construction in the city;~~
- ~~(3) — All roof structures provide an eave projection of no less than 12 inches, exclusive of any guttering;~~
- ~~(4) — The exterior siding consists of vinyl or metal horizontal lap siding (whose reflectivity does not exceed that of low luster white paint), wood, or hard-board, comparable in composition, appearance and durability to the exterior siding commonly used in construction in the city;~~
- ~~(5) — Is set up in accordance with the recommended installation procedures of the manufacturer and the standards set by the National Conference of States on Building Codes and Standards and published in "Manufactured Home Installations, 1987" (NCS BCS A 225.1), and a continuous, permanent masonry foundation or masonry curtain wall, or poured concrete wall, unpierced except for required ventilation and access, is installed under the perimeter of the residential design manufactured home;~~

- ~~(6) — Stairs, porches, entrance platforms, ramps and other means of entrance and exit to and from the home are installed or constructed in accordance with the standards set by the building code and attached firmly to the primary structure and anchored securely to the ground; and~~
- ~~(7) — Has substantially the appearance of an on-site, conventionally built, single-family dwelling.~~

Section 2. That Section 40-4 (1) entitled "Residential- Manufactured home communities", subsection (e), of the Belton Unified Development Code is hereby amended with the addition of the underlined language, and the deletion of the stricken language:

- e. Installations of new manufactured homes in existing and redeveloped communities must meet the following requirements:
  - 1. Individual manufactured home spaces within a park shall have a minimum area of 5,000 square feet each.
  - 2. Every manufactured home space shall have at least 40 feet of frontage on a paved curbed and guttered street constructed to city street standards. Turnaround streets (culs-de-sac) shall have a minimum diameter of 80 feet.
  - 3. No manufactured home shall be located closer than 20 feet from any property line bounding the manufactured home park community.
  - 4. Minimum building setbacks shall be provided on each manufactured home space measured from the space boundaries as shown on the manufactured home park community site plan, as follows:
    - i. *Minimum front yard:* 22 feet.
    - ii. *Minimum rear yard:* 10 feet.
    - iii. *Minimum side yard:* 10 feet for any one and 17 feet for the other.
  - 5. All manufactured homes shall front facing a street within the manufactured home park community. (The front of a manufactured home shall contain its narrowest width). Where topography or the configuration of the entire manufactured home community makes it appropriate, manufactured home spaces may be arranged with the long side fronting the street. In addition, manufactured homes shall not be positioned vertically, stacked with one over the other, in whole or in part in the manufactured home community.
  - 6. Every manufactured home shall be placed in accordance with the recommended installation procedures of the manufacturer

and the standards set by the National Conference of States on Building Codes and Standards and published in "Manufactured Home Installations, 1987" (NCS BCS A 225.1). ~~on a solid concrete slab or on two four foot wide concrete runners with a design strength adequate to support the structure as certified by a state licensed engineer or be consistent with the rules of the Department of Economic Development — Chapter 124 — Manufactured Home Tie-Down Systems. Each transportable section of a manufactured home shall be placed on such slab or runner.~~

7. Each manufactured home space shall be provided with two paved off-street parking spaces designed in accordance with the off-street parking requirements of these regulations.
8. Each manufactured home shall have a separate enclosed accessory structure of at least 64 square feet with a height of at least five feet for storage located on a concrete slab where an on-space enclosed garage is not provided. The accessory structure may not exceed eight feet tall, eight feet wide, by 12 feet long. Accessory structures in the manufactured home park community shall be architecturally compatible in design and shall be maintained in good repair at all times.
9. Each manufactured home shall be provided with landscaping to at least include two shade trees with a planted caliper of at least 1½ inches.
10. Each manufactured home space shall be provided with an electrical source supplying at least 200 amps and/or natural gas, in accordance with city standards and construction codes.
11. Each manufactured home shall be entirely skirted to a solid surface within 30 days after placement in a park community by enclosing the open area under the unit with a metal or synthetic material that is compatible with the exterior finish of the manufactured home. In addition, all hitches must be removed from the home within 30 days of installation.
12. Each manufactured home space shall be provided with a paved patio area other than a parking space. Each manufactured home space shall be provided with a minimum six feet by eight feet front deck, or three feet by five feet rear deck.
13. All manufactured homes shall be blocked in accordance with manufacturer specifications or, if specifications are not

available, a sealed report from a structural engineer licensed for such installations in the State of Missouri.

14. Tie-downs and ground anchors shall secure all manufactured homes to the ground in accordance with state and laws federal laws and manufacturers specifications and shall at least include anchors at each corner of the manufactured home and at the center of the length of the manufactured home frame.
15. No manufactured home may be located in the 100-year floodplain.
16. All manufactured homes shall have minimum dimensions of 16 feet in width and 40 feet in length. Any manufactured home lawfully and properly permitted prior to the adoption of these minimum dimensions which does not comply with these minimum dimensions shall be considered a legal nonconforming structure.
17. Stairs, porches, entrance platforms, ramps and other means of entrance and exit to and from the homes shall be installed or constructed in accordance with the standards set by the building code and attached firmly to the primary structure and anchored securely to the ground.
18. Each manufactured home shall have the general appearance of an on-site, conventionally built, single-family dwelling.

Section 3. That this Ordinance shall be in full force and effect from and after the date of its passage and approval.

Duly read two (2) times and passed this \_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Mayor Jeff Davis

Approved this \_\_\_ day of \_\_\_\_\_, 2014.

# **BEAUTIFICATION PLAN**



# BEAUTIFICATION PLAN

*August 2014*



**The City of Belton Public Works Department  
Community and Economic Development Department  
And  
The Belton Parks Department**

## **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 placement, creation, and maintenance of beautification areas. In addition to existing locations, new development and re-development areas within the City will also follow the plan. 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.

## **APPROVALS**

The Belton Beautification will be reviewed and approved by the City of Belton as well as the Belton Parks and Recreation Department every three (3) years, or as necessary to ensure a viable, sustainable beautification strategy.

## **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.

Landsaped 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. All Priority 1 Area landscaping plans will be developed by the Belton Parks Department or developed as a portion of an approved site plan by a developer/owner.

**Please see proposed Map-**

### **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. All Priority 2 Area landscaping plans will be developed by the Belton Parks Department or developed as a portion of an approved site plan by a developer/owner.

**Please see proposed map.**

### **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.* All Priority 3 Area

landscaping plans will be developed by the owner/developer of the property in collaboration with the Belton Parks Department and/or other City Departments.

**Please see proposed map.**

### **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 would be the primary agency responsible for Plan Implementation with assistance from the Community and Economic Development and the Public Works Departments.

It is recommended that the City of Belton allocate approximately \$25,000 for materials to ensure implementation of the Plan. The City invites 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.



# Belton Beautification Plan Map



- Priority 1 Area
- Priority 2 Area
- Priority 3 Area



# **DEVELOPMENT FEES**



*CITY OF BELTON – PUBLIC WORKS  
MEMORANDUM*

---

**Date:** August 14, 2014  
**To:** Jay Leipzig – Community and Economic Development Director  
**From:** Zach Matteo, P.E. – City Engineer  
**Department:** Public Works  
**Subject:** Development Fee Schedule Updates

---

Staff is recommending updates to the Development Fee Schedule as described in the first attached memo. The recommended schedule of fees is believed to be appropriate to meet the needs of the infrastructure, is accurate, and is balanced with the second priority to be competitive in the region. This was originally presented and discussed with City Council in March 2014.

The Planning Commission recommended approval of a previous version of changes to the development fee schedule at a public hearing held on May 5, 2014. The only changes proposed since that public hearing are to the arterial street impact fee. These changes to the arterial street impact fee are discussed in more detail in the second attached memo. The updated and current development fee schedule will be presented to the City Council on August 19<sup>th</sup> as well.

These changes would require approval of an ordinance to amend Appendix A - Schedule of Fees and Charges, of the UDC at the August 26, 2014 regular City Council meeting.

**BILL NO. 2014-**

**ORDINANCE NO. 2014-**

AN ORDINANCE AMENDING APPENDIX A SCHEDULE OF FEES AND CHARGES, OF THE BELTON UNIFIED DEVELOPMENT CODE OF THE CITY OF BELTON, MISSOURI.

WHEREAS, the City of Belton adopted the Unified Development Code (UDC) December 13, 2011; and

WHEREAS, the Belton Planning Commission held a public hearing to solicit comment on the proposed Ordinance at a regular meeting on May 5, 2014; and

WHEREAS, the Belton Planning Commission voted by a majority of those present to recommend approval of the proposed amendments to the UDC; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF BELTON, CASS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. That Appendix A - Schedule of Fees and Charges of the Belton Unified Development Code is hereby amended to read as follows with the deletion of the stricken text, and the addition of the underlined text:

**PART II. UNIFIED DEVELOPMENT CODE**

~~January 2008~~ Updated May 2014

0000	Filing Fees
Subdivision—Plan Reviews	
Prelim. residential	\$200.00 for first 20 lots + \$10.00/lot thereafter
Final residential	\$200.00 for first 20 lots + \$10.00/lot thereafter
Prelim. commercial	\$300.00 for first 40 acres + \$10.00/acre thereafter
Final commercial	\$300.00 for first 40 acres + \$10.00/acre thereafter
Planning/Zoning	
Rezoning—Residential	\$150.00
Rezoning—Comm., Mfg, PUD	\$200.00
Special use	\$150.00
Variance	\$150.00
Lot split	\$150.00
Vacation	\$0.00
Building	

Building permit fee (Based on valuation, calculated as per section 10-52, Unified Development Code)	Minimum fee \$42.00
Valuation \$2,001.00 to \$25,000.00	<del>\$35.00</del> \$42.00 for first <del>\$2,000.00</del> \$3,000.00 plus <del>\$6.00</del> \$7.40 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
Valuation \$25,001.00 to \$50,000.00	\$205.00 for first \$25,000.00 plus \$5.80 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.00
Valuation \$50,001.00 to \$100,000.00	\$350.00 for first \$50,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
Valuation \$100,001.00 to \$500,000.00	\$625.00 for first \$100,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof
Valuation \$500,001.00 to \$1,000,000.00	\$2,225.00 for first \$500,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000
Valuation \$1,000,001.00 and up	\$4,225.00 for first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof
<b>Engineering</b>	
Arterial street impact fee	<del>\$801.00</del> \$620.00/PM peak hour traffic trip (table attached)
Water impact fee	Size displacement/turbine
	¾" = \$3,090.00
	¾" = \$3,090.00
	1" = \$4,944.00
	1.5" = \$6,180.00/\$9,888.00
	2" = \$12,360.00/\$14,832.00
	3" = \$18,540.00/\$33,867.00
	4" = \$24,670.00/\$61,800.00
Sanitary sewer connection fee	\$500.00 - <del>\$2,000.00</del> \$1,600.00 Dependent upon sewer district and meter size
Land disturbance permit	No fee—Except applicable public infrastructure fees
Excavating permit	\$5.00
Excavating bond	\$200.00 cash bond + \$5,000.00 surety bond
Water tap	\$400.00 for ¾" meter
	\$482.00 for 1" meter

	\$540.00 for 1" tap w/dual ¾" meter
	<del>\$754.00</del> <u>\$892.00</u> for 1.5" meter
	<del>\$930.00</del> <u>\$1,120.00</u> for 2" meter
	Larger meters at current material costs
Water deposit	Builder = \$110.00
Public Infrastructure	
<b>Review fee</b>	<del>1% of the construction cost</del>
<b>Inspection fee</b>	<del>4% of the construction cost</del>
<b>Engineering Review and Inspection Fee</b>	<u>3% of the construction cost</u>
Performance and 2-yr. maintenance bond	100% of the construction cost
Fire	
Plan review fee	None
Operational permit fee	None
Construction permit fee	See building fees
Blasting permit	\$300.00

Section 2. That Section 10-52. Fees established of the Belton Unified Development Code is hereby amended to read as follows with the deletion of the stricken text, and the addition of the underlined text:

(a) The fees for building permits are hereby established as listed below:

Total Valuation	Fee
<del>\$100.00 to \$2,000.00</del>	<del>\$10.00</del>
\$1.00 to \$25,000.00	<del>\$35</del> <u>\$42</u> for first <del>\$2,000</del> <u>\$3,000</u> plus <del>\$6</del> <u>\$7.40</u> for each additional \$1,000 or fraction thereof, to & including \$25,000
\$25,001.00 to \$50,000.00	\$205.00 for the first \$25,000.00 plus \$5.80 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$350.00 for the first \$50,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$625.00 for the first \$100,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof
\$500,001.00 to \$1,000,000.00	\$2,225.00 for the first \$500,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$4,225.00 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof.

Approved this \_\_\_\_ day of \_\_\_\_, 2014.

\_\_\_\_\_  
Mayor Jeff Davis

ATTEST:

\_\_\_\_\_  
Patricia A. Ledford, City Clerk  
of the City of Belton, Missouri

STATE OF MISSOURI     )  
CITY OF BELTON    ) SS.  
COUNTY OF CASS    )

I, Patricia A. Ledford, City Clerk, do hereby certify that I have been duly appointed City Clerk of the City of Belton and that the foregoing ordinance was regularly introduced for first reading at a meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_, 2014, and thereafter adopted as Ordinance No. 2014-\_\_\_\_ of the City of Belton, Missouri, as a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_, 2014, after the second reading thereof by the following vote, to-wit:

AYES:            COUNCILMEN:

NOES:            COUNCILMEN:

ABSENT:          COUNCILMEN:

\_\_\_\_\_  
Patricia A. Ledford, City Clerk  
of the City of Belton, Missouri



**CITY OF BELTON – PUBLIC WORKS DEPARTMENT  
MEMORANDUM**

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**Date:** August 13, 2014  
**To:** Jay Leipzig  
**From:** Jeff Fisher  
**Dept./Div.:** Public Works  
**Subject:** Recommended Development Fee Schedule Updates

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Staff has thoroughly reviewed the existing development fee schedule and after extensive benchmarking and other analysis, has developed recommendations described in the provided fee schedule. There has been an initial recommendation set made to Council regarding sewer impact fees, street impact fees, the Public Works ‘review and inspection’ fee, and others. Since that time, additional consideration for competitiveness and some additional due diligence, staff is making revisions to that recommendation set.

The list below is the final recommendation set:

- Add the Markey Detention ‘pay in lieu of fee’ at \$5,100 per impervious acre
- Simplify the sewer connection fee and reduce it to be similar to Raymore and Lees Summit
- Increase water tap fees in the 1.5-in and 2-in sizes to \$892 and \$1,120, respectively
- Combine the Public Works ‘review and inspection fee’ into one fee and reduce to 3% of public infrastructure construction costs
- Update street impact fee based on new technical manual and adopt a new trip fee of \$620 per trip with the incorporation of a pass-by rate.

The Markey Detention fee is covered as its own topic on the PC agenda for May 5. In the near future, this fee concept will also be recommended to be utilized in other areas, like the Cleveland Lake basin.

The sewer connection fee was initially recommended to be reduced to \$1,600 from \$2,000 but staff later discovered that the present code does not specify that it be charged per EDU, and when it is applied correctly, per EDU, the total fee is much larger than others in the area, namely Raymore and Lees Summit. Staff is recommending that Belton charge sewer connection fees similar to both Raymore and Lees Summit, and at levels slightly less than Raymore but more than Lees Summit. This is described in the provided fee schedule.

Water tap fee increases are simple cost of material and labor adjustments. The 3% Review and Inspection fee is less than most other agencies in the region but is exactly the same as Lees Summit. This can be a hefty cost to development and 3% is a more accurate measure of the City’s cost for related tasks and work.

The street impact fee was considered again after the initial recommendation set to evaluate real examples of those cost impacts to development and measured against other agencies in the area. The result is that the \$620 per trip fee charge is a substantial reduction and is more competitive in the region but remains a key tool in the City's toolbox for constructing major road improvements in the future.

This fee schedule is accurate, appropriate and fair. It will be reviewed annually and with updates to foundation plans like the CIP and master plans.



**CITY OF BELTON – PUBLIC WORKS DEPARTMENT**  
**MEMORANDUM**

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**Date:** August 12, 2014

**To:** Jeff Fisher, Zach Matteo, and Jay Leipzig

**From:** Ray Ryan, PE

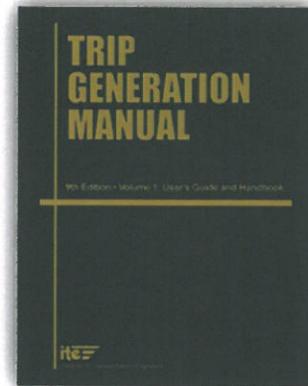
**Dept. – Div.:** Public Works – Engineering

**Subject:** Development Fee Schedule – Street Impact Fees

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**Introduction**

The Public Works Department has recently completed the process of updating the City's Fee Schedule. The current street impact fee schedule was adopted in 2006 and is based on the corresponding trip generation study by Snyder & Associates that utilized data from the sixth edition of the ITE Trip Generation Manual. Staff has worked diligently to update the street impact fees by using the new ninth edition ITE manual data, research comparable municipalities' fee calculation methods, and confirm that the City's fees are competitive in the local economy. In general, the current street impact fees are significantly higher than most cities surrounding Belton. This is due to a higher fee rate and the exclusion of pass-by trip rates.



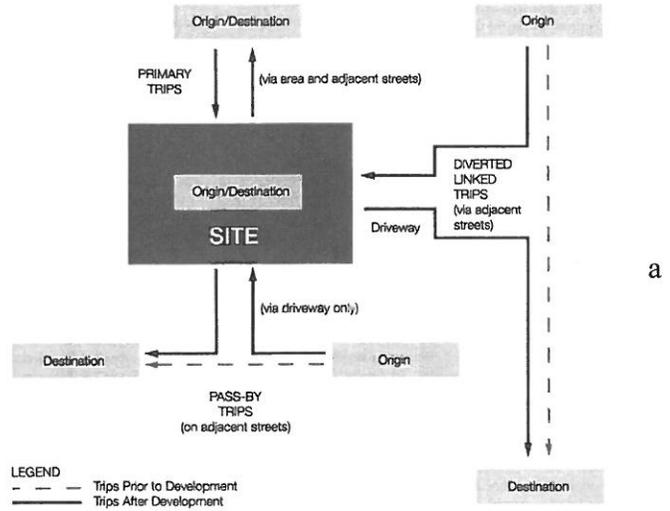
**Trip Generation Rationale & Fee Research**

The first item to complete in updating the street impact fees is to recalculate the standard trip rate, which is currently \$801/unit. Staff utilized the same method as the 2006 trip generation study in recalculating this rate, and incorporated pass-by trip rates as discussed in Step 5 below. In general, the fee for each land use category was calculated using the following steps:

1. **Estimate Project Costs:** Estimate the total street arterial project costs in the City (\$101,695,550) for the 20-year CIP.
2. **Determine Base Trip Volume:** Evaluate the total trips generated according to existing (29,505) and future (78,835) land usage.
3. **Find Net Trips:** Determine the difference to find net generated trip ends (49,330).
4. **Rate:** Divide the arterial project costs (\$101,695,550) by the net generated trip ends (49,330) and multiply by 30%. This is \$620/trip.
5. **Pass-by Trip Rate:** Multiply ITE land use rate by pass-by trip rate code (Example: 912 Drive-In Bank is 24.30 & 53%,  $24.30 \times 53\% = 12.88/\text{unit}$ )
6. **Land Use Rate:** Apply \$620/unit to each ITE rate by land use code (Example: 912 Drive-In Bank is 24.30,  $(\$620 \times 12.88) / 1000 \text{ SF} = \$7.98/\text{SF}$ )

Steps 1-4 only need to be completed one time in order to determine the standard trip rate of \$620/unit. Steps 4-6 are completed for each individual land use category shown in the Arterial Street Improvements Impact Table.

Specifically, step 5 is the incorporation of pass-by trip rates in accordance with Chapter 5 of the ITE Trip Generation Manual. As shown in the figure on the right, pass-by trips are made as intermediate stops on the way from an origin to a primary destination without route diversion. Currently, the City charges developments with the assumption that every trip generated is a primary trip and does not account multiple stops in the system. For example, consumers typically travel to multiple locations during one trip while running errands as it more efficient. The pass-by rate splits consumer trips amongst developments along the route of the consumer rather than assuming every trip is to a primary location then back to the origin.



To ensure that the City’s fees remain competitive with neighboring municipalities, Staff benchmarked the street impact fees of Lees Summit and Raymore. As shown on the attached Street Impact Fee Comparison Table, the current fee of \$801/unit with no pass-by trip rate is higher than both cities in most developments. But with the recalculation of the arterial street impact fee at \$620/unit, coupled with the utilization of pass-by trip rates, the City’s fees are competitive with Lees Summit and Raymore in every category. More importantly, this is a more accurate representation of the costs associated with trips generated by each land use category. The results indicate that the new rate of \$620/unit (with pass-by trip rates) should be adopted in order for the City to charge the most accurate and competitive fees.

Attachments:

- Street Impact Fee Comparison Table

## STREET IMPACT FEE COMPARISON TABLE

ITE Land Use ID	Existing Land Use Category	Typical Area (SF)	ITE Trip Rate	ITE Pass-by Trip Rate	Belton			Lees Summit Impact Fee <sup>1</sup>	Raymore Impact Fee <sup>2</sup>
					Current Impact Fee (\$801/Unit)	Proposed Impact Fee (Pass-by, \$801/unit)	Proposed Impact Fee (Pass-by, \$620/unit)		
814	Specialty Retail Store	54,000	2.71	1.33	\$248,400.00	\$57,436.99	\$44,459.99	\$69,365.00	
932	High-Turnover (Sit-Down) Restaurant	7,200	9.85	5.61	\$63,000.00	\$32,379.94	\$25,063.13	\$33,616.08	
879	Arts and Craft Store	47,500	6.21	4.60	\$236,075.00	\$174,843.48	\$135,334.53	\$139,818.15	
870	Apparel Store	20,000	3.83	2.11	\$61,356.60	\$33,746.13	\$26,129.60	\$36,308.40	
934	Fast-Food Restaurant w/ Drive Thru	4,500	32.65	16.65	\$124,875.00	\$60,020.33	\$46,457.69	\$69,642.45	
862	Home Improvement Superstore	160,000	2.33	1.21	\$313,600.00	\$155,278.66	\$120,190.72	\$176,707.20	
853	Convenience Market with Pumps	5,500	50.92	17.31	\$267,025.00	\$76,271.54	\$59,036.65	\$132,748.44	
912	Drive-thru Bank	6,000	24.30	12.88	\$219,840.00	\$61,896.47	\$47,909.88	\$69,109.20	
210	Single Family Detached	20 <sup>3</sup>	1.00	1.00	\$16,180.20	\$16,020.00	\$12,400.00	\$35,540.00	

Color Key
Low Fee
Median Fee
Higher Fee

1. Lees Summit charges \$619 for commercial, \$1,031 for residential, and \$825 per unit development using Pass-by Rates. (Excise Tax)
2. Raymore charges \$474 for commercial and \$1,777 for residential per unit development NOT using Pass-by Rates. (Excise Tax)
3. Example of 20 home residential development.



# City of Belton, Missouri Fee Schedule

## Planning / Public Works / Building

### PLANNING & ZONING APPLICATION FEES

Lot Split	\$200
Rezone	
Residential	\$150
Commercial	\$200
Manufacturing	\$200
PUD	\$200
Special Use Permit	\$150
Variance	\$150

### SUBDIVISION FEES

#### Preliminary Plat

Residential	\$200 for 1 <sup>st</sup> 20 lots + \$10/lot thereafter
Commercial	\$300 for 1 <sup>st</sup> 40 acres + \$10/acre thereafter

#### Final Plat

Residential	\$200 for 1 <sup>st</sup> 20 lots + \$10/lot thereafter
Commercial	\$300 for 1 <sup>st</sup> 40 acres + \$10/acre thereafter

### FIRE

Blasting Permit	\$300
Commercial Hoods	Check with Fire Marshall's Office
Fire Suppression Systems	Check with Fire Marshall's Office

### SANITARY SEWER CONNECTION FEES

Districts—Residential:	\$47.00 per trap/ min charge of \$1,200
Commercial:	\$59.00 per trap/ min charge of \$2,000
City of Belton	\$2,000/EDU Remove
City of Kansas City	\$500/EDU Remove
Johnson County Wastewater	\$2,000/EDU Remove
Little Blue Valley Sewer District	\$900/EDU Remove

### WATER TAP FEES

Meter Size	Fee
¾"	\$400
1"	\$482
1" w/dual ¾"	\$540
1.5*	\$754 \$892
2"	\$930 \$1120

Larger meters at current material costs

### WATER DEPOSIT

Builder \$110

### MARKEY REGIONAL DETENTION PROGRAM

Optional "in-lieu of detention program" for eligible properties charged at \$5,100 per impervious acre. See Chapter 32 of the Unified Development Code for details on eligibility.

### LAND DISTURBANCE PERMIT

No Fee except applicable Public Infrastructure Fees. Over 1-acre disturbed ground and estimated costs to install and maintain approved erosion and sediment control measures. Performance bond 100% of the construction costs.

### PUBLIC WORKS FEES

Required if working in the City Right-of-Way:	
Excavating Permit	\$5.00
Excavating Bond	\$200 Cash Bond + \$5,000 Surety Bond

### PUBLIC INFRASTRUCTURE

Review Fee	1% of the Construction Cost <b>3% Total</b>
Inspection Fee	4% of the Construction Cost
Performance & 2-Yr	
Maintenance Bond	100% of the Construction Cost

### Impact Fees

Arterial Street \$801 \$620/PM Peak Hour Traffic Trip

Water Impact	Size	Amount
	¾"	\$3,090
	1"	\$4,944
	1.5"	\$6,180 / \$9,888
	2"	\$12,360 / \$14,832
	3"	\$18,540 / \$33,867
	4"	\$24,670 / \$61,800
	6"	\$61,800 / \$135,960

### Building Permit Fees

Building Permit Fees Based on Valuation – Minimum fee \$42

Valuation	
\$1 to \$25,000	<del>\$35</del> \$42 for first <del>\$2,000</del> \$3,000 plus <del>\$6</del> \$7.40 for each additional \$1,000 or fraction thereof, to & including \$25,000
\$25,001 to \$50,000	\$205 for first \$25,000 plus \$5.80 for each additional \$1,000 or fraction thereof, to & including \$50,000
\$50,001 to \$100,000	\$350 for first \$50,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to & including \$100,000
\$100,001 to \$500,000	\$625 for first \$100,000 plus \$4 for each additional \$1,000 or fraction thereof
\$500,001 to \$1,000,000	\$2,225 for first \$500,000 plus \$4 for each additional \$1,000 or fraction thereof, to & including \$1,000,000
\$1,000,001 and up	\$4,225 for first \$1,000,000 plus \$4 for each additional \$1,000 or fraction thereof



City of Belton, Missouri

Arterial Street Improvements Impact Table

Land Use Category	ITE Land Use Code	Land Use *	Pass-by Factor	Impact Fee per Unit **
Residential Unit of Measure: ( Dwelling Unit)	210	Single Family Detached	100%	\$809.01\$620.00
	220	Multi-Family Residential (4+ units) Apartment	100%	\$496.62\$384.40
	224	Rental Townhouse (2-3 units)	100%	\$576.72\$446.40
	230	Condo/Townhouse (Owner Occupied)	100%	\$416.52\$322.40
	240	Mobile Home Park	100%	\$472.59\$365.80
	251	Senior Adult Housing - Detached	100%	\$208.26\$167.40
	252	Senior Adult Housing - Attached	100%	\$88.11\$155.00
	253	Congregate Care Facility	100%	\$136.17\$105.40
	255	Continuing Care Retirement Community	100%	\$232.29\$99.20
Commercial Unit: (Each Room)	310	Hotel	75%	\$472.59\$279.00
	320	Motel	75%	\$376.47\$218.55
Commercial/ Retail Unit of Measure: (Square Foot)	444	Movie Theatre with Matinee	85%	\$3.04\$2.00
	492	Health/Fitness Club	100%	\$3.24\$2.19
	520	Elementary School	100%	\$1.19\$0.75
	522	Middle School/Junior High School	100%	\$0.95\$0.74
	530	High School	100%	\$0.78\$0.60
	560	Church	90%	\$0.53\$0.31
	565	Daycare Center	74%	\$10.56\$5.66
	610	Hospital	77%	\$0.95\$0.44
	620	Nursing Home	75%	\$0.34
	710	General Office Building	92%	\$1.19\$0.85
	720	Medical-Dental Office Building	77%	\$2.98\$1.70
	760	Research & Development Bldg.	92%	\$0.87\$0.61
	770	Business Park Building	92%	\$1.03\$0.72
	812	Building Materials/Lumber Store	81%	\$3.60\$2.25
	813	Free Standing Discount Superstore	72%	\$3.10\$1.94
	814	Variety Store	72%	\$3.04
	815	Free Standing Discount Store	83%	\$4.05\$2.56
	816	Hardware/Paint Store	74%	\$3.88\$2.22
	817	Nursery Garden Center	81%	\$3.04\$3.49
	820	Shopping Center	66%	\$3.00\$1.52
	814 826	Specialty Retail Center	49%	\$2.17\$0.82
	841	Car Dealership Automobile Sales	79%	\$2.11\$1.28
	843	Automotive Parts Sales	57%	\$4.79\$2.11
	848	Tire Store	72%	\$3.32\$1.58
	850	Supermarket	64%	\$8.37\$3.76
	851	Convenience Market-24 hours w/o pumps	39%	\$41.98\$12.67
	853	Convenience Market w/ pumps	34%	\$48.55\$10.73
	854	Discount Supermarket	77%	\$7.13\$3.98

Land use Category	ITE land Use Code	Land Use*	Pass-by Factor	Impact Fee Per Unit **
Commercial/ Retail Unit of Measure: (Square Foot) (Continued)	<del>861</del> 857	Discount Club	61%	<del>\$3.40</del> \$1.58
	860	Wholesale Market	92%	<del>\$0.17</del> \$0.50
	861	Sporting Goods Superstore	60%	\$0.68
	862	Home Improvement Superstore	52%	\$1.96\$0.75
	863	Electronic Superstore	60%	\$3.60\$1.67
	864	Toy/Children's Superstore	60%	\$4.00\$1.86
	866	Pet Supply Superstore	60%	\$3.97\$1.26
	867	Office Supply Superstore	52%	\$2.72\$1.10
	869	Discount Home Furnishing Superstore	47%	\$3.21\$0.46
	<del>870</del> 876	Apparel Store	55%	\$3.07\$1.31
	879	Arts and Craft Store	74%	\$4.97\$2.85
	880	Pharmacy/Drugstore w/o drive thru	47%	\$6.74\$2.45
	881	Pharmacy/Drugstore w/ drive thru	51%	\$6.90\$3.13
	890	Furniture Store	47%	\$0.37\$0.13
	896	Video Rental Store	61%	\$10.89\$5.14
	911	Walk-in Bank	80%	\$26.55\$6.02
	912	Drive-thru Bank	53%	\$36.64\$7.98
	<del>936</del> 925	Drinking Place	100%	\$9.08\$7.03
	931	Quality Restaurant	56%	\$6.00\$2.60
	932	High-Turnover (Sit-Down) Restaurant	57%	\$8.75\$3.48
	934	Fast-Food Restaurant w/ drive thru	51%	\$27.75\$10.32
	936	Coffee/Donut Shop w/o drive thru	53%	\$13.39
	942	Automobile Care Center	83%	\$2.71\$1.60
Manufacturing Industrial Unit of Measure: (Square Foot)	110	General Light Industrial	92%	\$0.78\$0.55
	120	General Heavy Industrial	92%	\$0.54\$1.23
	130	Industrial Park	92%	\$0.69\$0.48
	140	Manufacturing	92%	\$0.59\$0.42
	150	<del>Warehouse Storage</del> Warehousing	92%	\$0.38\$0.18
	151	Mini-Warehouses	92%	\$0.21\$0.15
	152	High-Cube Warehouse/Distribution Center	92%	\$0.10\$0.07
* Land Uses not identified shall be coordinated with City Staff, using the ITE Trip Generation Tables (9 <sup>th</sup> Edition)				
** Fee Calculated in accordance with Resolution No. 2005-50: <del>\$801.00</del> \$620.00 per trip based on weekday PM peak hours of the adjacent street traffic between 4 and 6 PM				
<b>NOTE: This list is not inclusive of all possible uses.</b>				



**City of Belton, Missouri**  
**Fee Schedule**

**Planning / Public Works / Building**

**PLANNING & ZONING APPLICATION FEES**

Lot Split	\$200
Rezone	
Residential	\$150
Commercial	\$200
Manufacturing	\$200
PUD	\$200
Special Use Permit	\$150
Variance	\$150

**SUBDIVISION FEES**

<b><u>Preliminary Plat</u></b>	
Residential	\$200 for 1 <sup>st</sup> 20 lots + \$10/lot thereafter
Commercial	\$300 for 1 <sup>st</sup> 40 acres + \$10/acre thereafter
<b><u>Final Plat</u></b>	
Residential	\$200 for 1 <sup>st</sup> 20 lots + \$10/lot thereafter
Commercial	\$300 for 1 <sup>st</sup> 40 acres + \$10/acre thereafter

**FIRE**

Blasting Permit	\$300
Commercial Hoods	Check with Fire Marshall's Office
Fire Suppression Systems	Check with Fire Marshall's Office

**SANITARY SEWER CONNECTION FEES**

Residential: \$47.00 per trap/ min charge of \$1,200  
Commercial: \$59.00 per trap/ min charge of \$2,000

**WATER TAP FEES**

<u>Meter Size</u>	<u>Fee</u>
¾"	\$400
1"	\$482
1" w/dual ¾"	\$540
1.5"	\$892
2"	\$1120

Larger meters at current material costs

**WATER DEPOSIT**

Builder	\$110
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**MARKEY REGIONAL DETENTION PROGRAM**

Optional "in-lieu of detention" program for eligible properties charged at \$5,100 per impervious acre. See Chapter 32 of the Unified Development Code for details on eligibility.

**LAND DISTURBANCE PERMIT**

No Fee except applicable Public Infrastructure Fees.  
Over 1-acre disturbed ground and estimated costs to install and maintain approved erosion and sediment control measures. Performance bond 100% of the construction costs.

**PUBLIC WORKS FEES**

Required if working in the City Right-of-Way:	
Excavating Permit	\$5.00
Excavating Bond	\$200 Cash Bond + \$5,000 Surety Bond

**PUBLIC INFRASTRUCTURE**

Review and Inspection Fee	3% of the Construction Cost
Performance & 2-Yr Maintenance Bond	100% of the Construction Cost

**Impact Fees**

Arterial Street	\$620/PM Peak Hour Traffic Trip
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Water Impact	<u>Size</u>	<u>Amount</u>
	¾"	\$3,090
	1"	\$4,944
	1.5"	\$6,180 / \$9,888
	2"	\$12,360 / \$14,832
	3"	\$18,540 / \$33,867
	4"	\$24,670 / \$61,800
	6"	\$61,800 / \$135,960

**Building Permit Fees**

Building Permit Fees Based on Valuation – Minimum fee \$42

<u>Valuation</u>	
\$2,001 to \$25,000	\$42 for first \$3,000 plus \$7.40 for each additional \$1,000 or fraction thereof, to & including \$25,000
\$25,001 to \$50,000	\$205 for first \$25,000 plus \$5.80 for each additional \$1,000 or fraction thereof, to & including \$50,000
\$50,001 to \$100,000	\$350 for first \$50,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to & including \$100,000
\$100,001 to \$500,000	\$625 for first \$100,000 plus \$4 for each additional \$1,000 or fraction thereof
\$500,001 to \$1,000,000	\$2,225 for first \$500,000 plus \$4 for each additional \$1,000 or fraction thereof, to & including \$1,000,000
\$1,000,001 and up	\$4,225 for first \$1,000,000 plus \$4 for each additional \$1,000 or fraction thereof



## City of Belton, Missouri

### Arterial Street Improvements Impact Table

Land Use Category	ITE Land Use Code	Land Use *	Pass-by Factor	Impact Fee per Unit **
Residential Unit of Measure: (Dwelling Unit)	210	Single Family Detached	100%	\$620.00
	220	Apartment	100%	\$384.40
	224	Rental Townhouse (2-3 units)	100%	\$446.40
	230	Condo/Townhouse (Owner Occupied)	100%	\$322.40
	240	Mobile Home Park	100%	\$365.80
	251	Senior Adult Housing - Detached	100%	\$167.40
	252	Senior Adult Housing - Attached	100%	\$155.00
	253	Congregate Care Facility	100%	\$105.40
	255	Continuing Care Retirement Community	100%	\$99.20
Commercial Unit: (Each Room)	310	Hotel	75%	\$279.00
	320	Motel	75%	\$218.55
Commercial/ Retail Unit of Measure: (Square Foot)	444	Movie Theatre with Matinee	85%	\$2.00
	492	Health/Fitness Club	100%	\$2.19
	520	Elementary School	100%	\$0.75
	522	Middle School/Junior High School	100%	\$0.74
	530	High School	100%	\$0.60
	560	Church	90%	\$0.31
	565	Daycare Center	74%	\$5.66
	610	Hospital	77%	\$0.44
	620	Nursing Home	75%	\$0.34
	710	General Office Building	92%	\$0.85
	720	Medical-Dental Office Building	77%	\$1.70
	760	Research & Development Bldg.	92%	\$0.61
	770	Business Park	92%	\$0.72
	812	Building Materials/Lumber Store	81%	\$2.25
	813	Free Standing Discount Superstore	72%	\$1.94
	814	Variety Store	72%	\$3.04
	815	Free Standing Discount Store	83%	\$2.56
	816	Hardware/Paint Store	74%	\$2.22
	817	Nursery Garden Center	81%	\$3.49
	820	Shopping Center	66%	\$1.52
	826	Specialty Retail Center	49%	\$0.82
	841	Automobile Sales	79%	\$1.28
	843	Automotive Parts Sales	57%	\$2.11
848	Tire Store	72%	\$1.58	
850	Supermarket	64%	\$3.76	

Land use Category	ITE land Use Code	Land Use*	Pass-by Factor	Impact Fee Per Unit **
Commercial/ Retail Unit of Measure: (Square Foot) (Continued)	851	Convenience Market-24 hours w/o pumps	39%	\$12.67
	853	Convenience Market w/ pumps	34%	\$10.73
	854	Discount Supermarket	77%	\$3.98
	857	Discount Club	61%	\$1.58
	860	Wholesale Market	92%	\$0.50
	861	Sporting Goods Superstore	60%	\$0.68
	862	Home Improvement Superstore	52%	\$0.75
	863	Electronic Superstore	60%	\$1.67
	864	Toy/Children's Superstore	60%	\$1.86
	866	Pet Supply Superstore	60%	\$1.26
	867	Office Supply Superstore	52%	\$1.10
	869	Discount Home Furnishing Superstore	47%	\$0.46
	876	Apparel Store	55%	\$1.31
	879	Arts and Craft Store	74%	\$2.85
	880	Pharmacy/Drugstore w/o drive thru	47%	\$2.45
	881	Pharmacy/Drugstore w/ drive thru	51%	\$3.13
	890	Furniture Store	47%	\$0.13
	896	Video Rental Store	61%	\$5.14
	911	Walk-in Bank	80%	\$6.02
	912	Drive-thru Bank	53%	\$7.98
925	Drinking Place	100%	\$7.03	
931	Quality Restaurant	56%	\$2.60	
932	High-Turnover (Sit-Down) Restaurant	57%	\$3.48	
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936	Coffee/Donut Shop w/o drive thru	53%	\$13.39	
942	Automobile Care Center	83%	\$1.60	
Manufacturing Industrial Unit of Measure: (Square Foot)	110	General Light Industrial	92%	\$0.55
	120	General Heavy Industrial	92%	\$1.23
	130	Industrial Park	92%	\$0.48
	140	Manufacturing	92%	\$0.42
	150	Warehousing	92%	\$0.18
	151	Mini-Warehouses	92%	\$0.15
	152	High-Cube Warehouse/Distribution Center	92%	\$0.07
* Land Uses not identified shall be coordinated with City Staff, using the ITE Trip Generation Tables (9 <sup>th</sup> Edition)				
** Fee Calculated in accordance with Resolution No. 2005-50: \$620.00 per trip based on weekday PM peak hours of the adjacent street traffic between 4 and 6 PM				
<b>NOTE: This list is not inclusive of all possible uses.</b>				

**Development Report Card- 60,000 SF Office Building** (including 2012 SIOR data)

	Belton, Mo	Belton Proposed	Average	Raymore, Mo	Blue Springs, MO	Gardner, KS	Leawood, KS	Lee's Summit, MO	Grandview, MO	Liberty, MO	Olathe, KS	Shawnee, KS	Lenexa, KS
<b>Fees</b>													
Preliminary Plat Fee	\$300	\$300	\$150										
Final Plat Fee	\$300	\$300	\$291	\$320	\$246.00 (1)	\$257	\$402 (1)	\$703 (1)	\$0	\$230 (1)	\$150 (1)	\$156 (1)	\$157 (1)
Site Plan Approval			\$860	\$860									
Preliminary Plan Review			\$1,083		\$500		\$800	\$2,730					\$300
Final Plan Review			\$395.63			\$300	\$600	\$1,000		\$337	\$428	\$500	\$400
1.5" Water Hookup	\$6,934	\$7,072	\$17,131	\$4,525	\$24,000	\$13,500 (1)	\$26,275	\$11,680	\$7,580	\$11,130 (2)	\$20,720 (2)	\$26,275	\$26,275
Sanitary Sewer	\$5,220	\$2,000	\$11,867	\$2,263	\$1,500	\$16,650 (2)	\$14,228	\$28,181 (2a)	\$100	\$4,630	\$320	\$19,651	\$19,651
Storm Drain Impact Fee			\$31,153								\$21,800 (3)		\$40,506
Traffic / Road Impact Fee	\$71,400	\$51,000	\$66,637	\$0	.(2)			\$50,881 (3a)		\$61,800 (3a)	118,745 (4a)		\$30,360 (2a)
Parks / Open Space			\$10,519	\$7,405		\$6,600 (3)	\$6,000 (2)				\$7,800 (5a)	\$17,424 (2a)	\$17,883 (3a)
Other: Excise Tax			\$79,447	\$42,376		\$87,120 (4)						\$93,654 (3)	\$93,654 (4)
Miscellaneous Fees			\$1,277		\$145	\$100 (5)	\$9,275 (3)	\$160 (4)		\$45 (4)	\$215 (6)	\$75 (4)	\$200 (5)
<b>BUILDING PERMIT FEES</b>													
Building Permit Fees	\$38,625	\$38,625	\$28,934	\$38,400	\$46,227	\$20,737	\$23,092	\$34,656	\$38,800	\$24,864	\$14,400	\$24,183	\$21,630
Valuation (based/\$9.6 M)													
Mechanical			\$133	\$525		\$55			\$8,678				
Electrical			\$60	\$635		\$55			\$8,678				
Plumbing			\$45	\$0		\$55		\$2,918					
Plan Check			\$11,762	\$4,950	\$25,425		\$15,010	*	\$25,200 (2)	\$13,705	\$4,320	\$15,719	\$8,652
Land Use Disturbance			\$1,113	\$500			\$2,500 (4)	\$1,000	\$500 (3)	\$350	\$75	\$1,100 (5)	\$1,650
<b>TOTAL FEES</b>	<b>\$122,779</b>	<b>\$99,297</b>	<b>\$130,303.83</b>	<b>\$102,759</b>	<b>\$98,093</b>	<b>\$145,429</b>	<b>\$98,182</b>	<b>\$130,992</b>	<b>\$92,479</b>	<b>\$117,091</b>	<b>\$188,973</b>	<b>\$198,737</b>	<b>\$261,318</b>

\*Included in Building Permit Fee

\*\*\*\*\*Raymore excise tax is \$1820 Residential / \$485 Commercial per trip

**Development Report Card- \$250,000 Residential Home**

Fees	Belton, Mo	Belton Proposed	Average	Raymore, Mo	Blue Springs, Mo	Gardner, KS	Leawood, KS	Lee's Summit, Mo	Grandview, Mo	Liberty, Mo	Gladstone, Mo	Shawnee, KS	Lenexa, KS
Plan Review Fee			\$306.45	\$42.00	\$1,260.71		\$159.00	\$0.00	\$200.00	\$147.00	\$30.00		\$50.00
Building Permit Fee	\$1,225.00	\$1,225.00	\$1,473.75	\$1,115.00	\$2,292.71	\$1,261.50	\$1,967.00	\$773.00	\$1,200.00	\$881.00	\$2,299.75	\$808.00	\$750.00
Streets/Road Impact Fee	\$809.01	\$620.00	\$809.01					\$0.00					\$395.80
Road Development Tax			\$1,514.00							\$1,514.00			
Water Connect Fee	\$3,490.00	\$3,490.00	\$2,939.11	\$2,633.00	\$6,300.00	\$4,300.00	7985	\$3,405.76	\$1,860.00	\$225.00	\$220.00		\$7,985.00
Sewer Connect Fee	\$2,000.00	\$1,200.00	\$1,516.63	\$1,333.00	\$1,500.00	\$5,825.00	5700	\$450.00	\$50.00	\$925.00	\$50.00		\$5,700.00
Excise Tax			\$1,571.38	\$1,838.20		\$1,600.00		\$1,041.31				\$1,806.00	
Right of Way Fee	\$5.00							\$60.00				\$75.00	
Land Disturbance		\$5.00										\$75.00	\$75.00
Final Building Insp. Fee				\$42.00									
Electrical Service						\$370.00							
Parkland Dedication Fee **				\$152.00		\$700.00			\$275.00				\$472.00
Storm Water Detention												\$350.00	\$1,040.00
<b>TOTAL FEES</b>	<b>\$7,529.01</b>	<b>\$6,540.00</b>	<b>\$6,955.17</b>	<b>\$7,155.20</b>	<b>\$11,353.42</b>	<b>\$14,056.50</b>	<b>\$15,811.00</b>	<b>\$5,730.07</b>	<b>\$3,585.00</b>	<b>\$3,692.00</b>	<b>\$2,599.75</b>	<b>\$3,114.00</b>	<b>\$16,467.80</b>

Lenexa Fee Schedule estimated for \$250,000 residential home is at \$12,587.80

# **CAPITAL IMPROVEMENT PROGRAM**



*CITY OF BELTON – PUBLIC WORKS  
MEMORANDUM*

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**Date:** August 14, 2014  
**To:** Jay Leipzig – Community and Economic Development Director  
**From:** Zach Matteo, P.E. – City Engineer  
**Department:** Public Works  
**Subject:** Introduction to the 2016-2020 Capital Improvement Program

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Development of the FY2016-FY2020 Capital Improvement Program (CIP) is underway. The current 5-year CIP developed last year is available online at the following web address:

<http://www.belton.org/index.aspx?nid=481>

A summary table of all 31 projects included in last year's CIP is provided as an attachment as well. Of those 31 projects, 5 are expected to be complete by the end of fiscal year 2015 and would not be included in the next CIP. The five are:

- WW-5 Cedar Tree Lift Station Removal
- T-2 Markey Parkway
- WW-7 Markey Parkway Sanitary Sewer
- F-1 Ambulance Replacement
- F-3 Heart Monitor Defibrillators

Several other projects are ongoing in either the design or construction phase, including DW-1 (Water tower and associated 16" main), WW-1 (Wastewater Treatment Upgrades) and T-3 (155<sup>th</sup> Street Widening). A summary table of all 31 projects and their current status is also provided.

In the next CIP, a few projects can be considered for addition, including segments of Markey Parkway to extend the road west of Academy Sports and the intersection of State Hwy 58 and Scott. The Parks and Fire Departments will also be providing information for projects to be considered for inclusion in the next CIP.

Staff is developing a ranking system for categories of projects to prioritize projects and for consideration of additional projects. This ranking system could also be used to eliminate any project deemed to be a low priority or not practically expected to be completed in the next five years.

Feedback and discussion on this year's CIP, particularly on the ranking system and prioritization of projects, is requested.

## Summary of FY2015-FY2019 CIP Projects

General, Proprietary and Special Revenue Funded Projects										
Project ID	Project Name	Prior	FY2015	FY2016	FY2017	FY2018	FY2019	Beyond	Total	
DW-1	Waterline Installation - Phase 1	\$2,181,000	\$6,836,333	\$4,907,667	\$0	\$0	\$0	\$0	\$13,925,000	
DW-2	Waterline Replacement Program	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$0	\$2,400,000	
DW-3	Waterline Installation - Phase 2	\$0	\$0	\$92,250	\$707,750	\$0	\$0	\$0	\$800,000	
DW-4	Waterline Installation - Phase 3	\$0	\$0	\$0	\$0	\$2,200,000	\$8,203,250	\$0	\$10,403,250	
WW-1	Wastewater Treatment Plant Upgrades	\$870,000	\$7,103,250	\$6,501,750	\$0	\$0	\$0	\$0	\$14,475,000	
WW-2	Public Infiltration and Inflow Program	\$1,725,000	\$648,000	\$448,440	\$1,091,160	\$72,000	\$0	\$0	\$3,984,600	
WW-3	Private Infiltration and Inflow Program	\$0	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000	\$0	\$3,000,000	
WW-4	Wastewater Master Plan	\$0	\$0	\$550,000	\$0	\$0	\$0	\$0	\$550,000	
WW-5	Cedar Tree Lift Station Removal	\$44,000	\$783,000	\$0	\$0	\$0	\$0	\$0	\$827,000	
WW-6	West Cimarron Lift Station Removal	\$0	\$98,200	\$0	\$0	\$0	\$0	\$0	\$98,200	
WW-7	Capacity Improvements Project	\$65,000	\$640,000	\$0	\$0	\$0	\$0	\$0	\$705,000	
T-2	Markey Parkway	\$434,947	\$6,111,774	\$0	\$0	\$0	\$0	\$0	\$6,546,721	
T-3	155th Street Widening Project	\$200,000	\$361,941	\$361,941	\$2,768,646	\$2,208,646	\$0	\$0	\$5,901,173	
T-4	Transportation Master Plan	\$0	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000	
T-6	Mullen Road Widening Project	\$0	\$500,000	\$13,929,300	\$0	\$0	\$0	\$0	\$14,429,300	
T-7	North Cass Connector Project	\$0	\$0	\$0	\$350,000	\$7,050,000	\$0	\$0	\$7,400,000	
F-1	Ambulance Replacement	\$0	\$180,000	\$200,000	\$0	\$0	\$700,000	\$200,000	\$780,000	
F-3	Heart Monitor Defibrillators	\$126,000	\$70,000	\$0	\$0	\$0	\$0	\$0	\$196,000	
SW-7	Markey Parkway Dry Detention	\$38,000	\$583,020	\$0	\$0	\$0	\$0	\$0	\$621,020	
	Subtotal	\$6,083,947	\$25,165,518	\$27,991,348	\$5,917,556	\$12,530,646	\$9,403,250	\$200,000	\$87,292,264	
Uncertain Funding Sources										
T-1	Street Preservation Program	\$0	\$2,602,000	\$2,500,000	\$0	\$0	\$0	\$0	\$5,102,000	
T-5	Parks and Maintenance Facility Building	\$0	\$0	\$1,044,000	\$0	\$0	\$0	\$0	\$1,044,000	
T-8	Kentucky Road Widening Project	\$0	\$0	\$0	\$0	\$0	\$0	\$18,200,000	\$18,200,000	
T-9	Cleveland Road Widening Project	\$0	\$0	\$0	\$0	\$0	\$0	\$8,550,000	\$8,550,000	
SW-1	East Pacific Drive Stormwater Improvements	\$0	\$289,534	\$0	\$0	\$0	\$0	\$0	\$289,534	
SW-2	Lacy Estates Stormwater Improvements	\$0	\$856,720	\$2,145,000	\$0	\$0	\$0	\$0	\$3,001,720	
SW-3	Somerset Hills Stormwater Improvements	\$0	\$0	\$911,928	\$764,926	\$0	\$0	\$0	\$1,676,854	
SW-4	Hargis Lake Stormwater Improvements	\$0	\$0	\$1,154,406	\$1,430,000	\$0	\$0	\$0	\$2,584,406	
SW-5	West Sunrise and Buena Vista	\$0	\$0	\$0	\$729,057	\$0	\$0	\$0	\$729,057	
SW-6	162nd Street Stormwater Improvements	\$0	\$0	\$0	\$250,520	\$1,920,979	\$0	\$0	\$2,171,499	
F-2	Fire Engines	\$0	\$500,000	\$0	\$0	\$0	\$550,000	\$0	\$1,050,000	
F-4	Squad Vehicle	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	
F-5	West Satellite Fire Station	\$0	\$0	\$0	\$15,000	\$800,000	\$4,455,000	\$0	\$5,270,000	
F-6	Live Burn Training Facility	\$0	\$0	\$0	\$0	\$45,000	\$630,000	\$0	\$675,000	
	Subtotal	\$0	\$4,298,255	\$7,755,334	\$3,189,503	\$2,765,979	\$5,635,000	\$26,750,000	\$50,394,071	
	<b>Total</b>	\$6,083,947	\$29,463,772	\$35,746,682	\$9,107,060	\$15,296,625	\$15,038,250	\$26,950,000	\$137,686,335	

## Status Update of FY2015-FY2019 CIP Projects

General, Proprietary and Special Revenue Funded Projects			
Project ID	Project Name	Status	Estimated Completion (Fiscal Year)
DW-1	Waterline Installation - Phase 1	Under Construction	2016
DW-2	Waterline Replacement Program	Ongoing	continuous
DW-3	Waterline Installation - Phase 2	Not started	2017
DW-4	Waterline Installation - Phase 3	Not started	2019
WW-1	Wastewater Treatment Plant Upgrades	Design complete	2016
WW-2	Public Infiltration and Inflow Program	Ongoing	continuous
WW-3	Private Infiltration and Inflow Program	Ongoing	continuous
WW-4	Wastewater Master Plan	Not started	2016
WW-5	Cedar Tree Lift Station Removal	In design	2015
WW-6	West Cimarron Lift Station Removal	On hold	unknown
WW-7	Capacity Improvements Project	Under Construction	2015
T-2	Markey Parkway	Under Construction	2015
T-3	155th Street Widening Project	In design	2018
T-4	Transportation Master Plan	Not started	unknown
T-6	Mullen Road Widening Project	In preliminary design	unknown
T-7	North Cass Connector Project	Not started	unknown
F-1	Ambulance Replacement	Completed	2015
F-3	Heart Monitor Defibrillators	Completed	2015
SW-7	Markey Parkway Dry Detention	Ongoing	unknown
Uncertain Funding Sources			
T-1	Street Preservation Program	Not started	unknown
T-5	Parks and Maintenance Facility Building	Not started	unknown
T-8	Kentucky Road Widening Project	Not started	unknown
T-9	Cleveland Road Widening Project	Not started	unknown
SW-1	East Pacific Drive Stormwater Improvements	Not started	unknown
SW-2	Lacy Estates Stormwater Improvements	Not started	unknown
SW-3	Somerset Hills Stormwater Improvements	Not started	unknown
SW-4	Hargis Lake Stormwater Improvements	Not started	unknown
SW-5	West Sunrise and Buena Vista	Not started	unknown
SW-6	162nd Street Stormwater Improvements	Not started	unknown
F-2	Fire Engines	Started	unknown
F-4	Squad Vehicle	Not started	unknown
F-5	West Satellite Fire Station	Not started	unknown
F-6	Live Burn Training Facility	Not started	unknown