

**Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
January 5, 2015**

CALL TO ORDER

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

ATTENDANCE

Commission: Chairman Girgin, Mayor Jeff Davis, Councilman Tim Savage, Commissioners Tim McDonough, Chris Christensen, Ryan Finn and Larry Thompson.

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

Absent: Commissioners Sally Davila and Chuck Crate.

Chairman Girgin welcomed Ryan Finn to the Commission, and Ann Keeton was recognized by the Commission on her retirement.

MINUTES

Mayor Davis moved to approve the minutes of the November 17, 2014 Commission meeting. Commissioner Christensen seconded the motion. All members present voted in favor and the motion carried.

PRESENTATION - North Scott Corridor Plan

Mr. Leipzig introduced Chris Cline and Caitlin Henricksen with Confluence, the group that developed the North Scott Corridor Plan for the City. Mr. Cline presented a PowerPoint Presentation about the proposed Plan.

Mr. Cline provided a brief history of the steps involved in the development of the North Scott Corridor Plan. Public participation in the development process took place during North Scott Advisory Committee meetings and two public visioning meetings according to Mr. Cline. He related the goal of the Plan is to guide the future growth, development and enhancement of the North Scott Corridor. He went on to say the Plan creates a unified vision for the corridor and can be used as a long-term guide for growth. Mr. Cline related how topics in the Plan are organized and he gave an overview of the information contained in each chapter. Three principles/goals used as a guide during development were:

- 1) To create an economic development strategy for the corridor that encourages a diverse mixture of businesses and take advantage of Belton's unique location.
- 2) Strengthen existing uses and properties through strategic revitalization activities and public partnership opportunities.
- 3) Enhance the corridor's image and improve its physical appearance.

Mr. Cline mentioned that a questionnaire was made available at meetings and on the City's website as another venue for public participation in the planning process and he gave the results of the survey. He talked about the three main entrances into Belton and the discussions of the road configuration of North Scott. He then presented the results of public input that was used as the basis of the recommended land use plan, and Mr. Cline went over the suggested uses. During the Plan's development, Mr. Cline reported there was discussion that the Southview Golf Course property could be used for future office development and the portions of North Scott corridor, primarily north of Markey Parkway could become a flex/ industrial use. He pointed out there was interest in additional green space along the corridor and suggested how that could be achieved. Mr. Cline went over steps the City should undertake to continue the corridor plan and those included: extend Markey Parkway, update Belton's Comprehensive Plan, provide strategic development tools for the North Scott Corridor, improve the north gateway, streetscape master plan, update park master plan, explore rail/trail amenity, and development design guidelines. Mr. Cline reported that in December, the advisory committee voted unanimously to recommend approval of the Plan and to continue to move forward with the next steps of the project. Councilman Savage pointed out that the plan's green space which includes trees close to the curb could potentially create maintenance problems with curbs, sidewalks and existing utilities. Commissioner Christensen moved to recommend approval of the adoption of the North Scott Corridor Plan. The motion was seconded by Commissioner Thompson. When a vote was taken, the following was recorded, Ayes: 7 – Chairman Girgin, Mayor Davis, Councilman Savage, Commissioners McDonough, Christensen, Finn and Thompson. Noes: none. Absent: 2 – Commissioners Davila and Crate. The motion carried.

PUBLIC HEARING – Special Use Permit (SUP) application for a semi-truck trailer sign

Mr. Leipzig reported that Mike Neighbors with Pavilion Properties LLC has requested an SUP to allow a semi-truck trailer to be used for advertising on their property between Markey Parkway and I-49. Mr. Cooper read sections of the Unified Development Code (UDC) that pertained to vehicle signage and prohibited signs which included vehicle signs. He advised that there are other types of advertising signs allowed by code such as temporary real estate signs. Mr. Cooper stated that staff recommends the SUP request for a semi-truck trailer sign be denied and he presented three reasons for staff's recommendation to deny.

Chairman Girgin opened the public hearing at 7:33 p.m. The hearing was being held to receive public input regarding an SUP application to allow the use of a semi-truck trailer advertising sign. Mike Neighbors, part owner of Pavilion Properties, was present to speak in favor of the request. He apologized to the Commission for purchasing and erecting a banner sign on a trailer which he said was to stimulate interest in the new Markey Parkway corridor. He indicated that he was unaware that it would be a problem. He asked if the trailer sign could be left up for approximately 180 days.

Chairman Girgin initiated discussion by expressing excitement about the completion of the Markey Parkway project. She went on to point out the Commission's responsibility to protect the area for the whole community. Mr. Cooper reported there have been similar signs erected in the area and staff notified the owners that the signs were not allowed. Mr. Neighbors stated that when he was notified

that the sign was illegal, he applied for an SUP. Mr. Leipzig mentioned that the previous tractor-trailer sign owners did not apply for an SUP. Commissioner Christensen stated a lot of time and money has been spent on improving the City's image and this type of signage is not what the City wants to be known for. It was suggested that standard real estate signage would be a preferable method of advertising and is allowed by code. Mr. Neighbors reported that he has received approximately 10 calls in response to the sign. Mr. Cooper gave details about banner signs which are permitted by code. Mr. Neighbors announced that they are here to get along with the City and hopefully the City will help them out. There was no further input and Chairman Girgin closed the public hearing at 7:45 p.m. Commissioner Christensen moved to recommend denial of the SUP application to allow a tractor-trailer sign to be used for advertising on property between Markey Parkway and I-49. The motion was seconded by Commissioner Finn. When a vote was taken the following was recorded, Ayes: 7 – Chairman Girgin, Mayor Davis, Councilman Savage, Commissioners McDonough, Christensen, Finn and Thompson. Noes: none. Absent: 2 – Commissioners Davila and Crate. The motion to deny carried.

DIRECTORS REPORT

Mr. Leipzig gave his annual yearend report which included key statistics of items/cases acted on by the planning commission and the board of adjustment throughout the past year. In addition, he proposed some priority items to be discussed in 2015. He pointed out that from staff's perspective, the extension of Markey Parkway to North Scott, and the implementation of the North Scott Corridor Plan are two of the essential projects that should be focused on in 2015. There was a brief discussion on the extension of Markey Parkway including the distance of the extension, funding sources, and truck access.

Mr. Leipzig announced that a replacement has been hired for the Community Development Administrative Assistant position.

There was discussion about Peaceful Homes Manufactured Home Park expansion and Mr. Leipzig noted there have been multiple issues with the improvements to the park.

ADJOURNMENT

Commissioner McDonough moved to adjourn the meeting. The motion was seconded by Commissioner Christensen. All members present voted in favor and the meeting adjourned at 7:58 p.m.

Ann Keeton
Community Development Secretary