

**Minutes of Meeting  
Belton Planning Commission  
City Hall Annex, 520 Main Street  
July 6, 2015**

**CALL TO ORDER**

Chairman Holly Girgin called the meeting to order at 7:03 p.m.

**ATTENDANCE**

*Commission:* Chairman Holly Girgin, Commissioners Ryan Finn, Chuck Crate, Councilman Tim Savage, Mayor Jeff Davis.

*Staff:* Jay Leipzig, Community & Economic Director, Robert Cooper, City Planner, Jennifer Dutcher, Community Development Secretary

*Absent:* Commissioners Sally Davila, Tim McDonough, Chris Christensen and Larry Thompson.

**MINUTES**

Commissioner Crate moved to approve the minutes of the June 15, 2015 Planning Commission meeting. Commissioner Finn seconded the motion. All members present voted in favor and the motion carried.

**DISCUSSION**

Jay Leipzig announced the consideration of a zone change from C-2 (General Commercial) to M-1 (Light Manufacturing) District has been retracted by the owner of 207 N. Scott. The public hearing notice was published in the paper for this evenings meeting; however the owner has since withdrawn this request. As discussion focused on the address of 207 N. Scott, Mayor Davis questioned what type of activity happened at that location earlier in the day. Mr. Leipzig stated allegedly Xtreme Hauling dumped a load of spoiled grain onto the lot as a gift to the property owner. Code Enforcement Officers issued tickets, and as of this time the lot has not been cleaned up. Councilman Savage was questioned as to what can become of a load of spoiled grain. In response Councilman Savage indicated strong undesirable odor, and rodents. Councilman Savage continued to state it would be his desire to know that if a property has a lien by the city and there is a change in ownership, that the city can be righted for any debt. Mr. Leipzig indicated the city has just published a hearing notice in the paper for a text amendment for the UDC, concerning this very issue and it will be on the next agenda.

Mr. Leipzig continued the meeting with the consideration of a Final Development Plan for Arvest Bank as he welcomed Bart Brown with BRR Architecture and Arnie Tulloch from Shafer, Kline & Warren. The staff report was presented by Mr. Cooper as he described the location to be located at the SE corner of Givan and N. Cedar, and addressed as 305 N. Cedar Street, Crest Plaza, Second Plat, Lot 5. The location has an existing zoning of C-2 / General Commercial and a proposed use of Banking Services. The entire area is zoned C-2 / Commercial-Retail. The Final Plat of the Second Plat of the Crossroads at Belton

Addition received Planning Commission approval on October 4, 2010. The addition consists of five (5) separate lots with the Cosentino Price Chopper grocery store constructed on Lot 1, which was the first of many commercial/retail shops to be constructed. Arvest Bank with drive-thru service will be constructed on Lot 5, which is located at the southeast corner of Givan Avenue and N. Cedar Street. Upon Planning Commission acceptance of the site plan, the developer is ready to submit construction documents and begin moving dirt. Mr. Cooper continues to describe the site, adding it is just over an acre in size with a gross floor area of more than 3100 square feet. There will be no direct access from either N. Cedar or Givan Avenue. An internal driveway between Lots 3 and 5 will provide access. The site is designed to control the traffic flow with one ingress. Customer parking will be on the north side of the building with the drive-thru customers circling the building to the south side utilizing the four (4) drive-thru teller lanes with full egress. The parking ratio for this project is 1:200-sq. ft., which equates to no less than 16-parking spaces. The site will provide for 22 parking spaces including handicap stalls. The developer is proposing a single-tenant monument sign with LED display; located at the northwest corner of the site. The setback, size and height requirements as prescribed by code have been met. The exception is the LED display; code requires a Special Use Permit. Pursuant to Section 30-9(h)1-6 of the Unified Development Code, the following conditions must be applied:

- a. LED displays shall not be allowed as part of a temporary sign;
- b. Any portion of the LED display or image must have a minimum duration on screen of eight (8) seconds. An exception is made for 'time & temperature' display;
- c. The change from one message to the next shall not take more than one second and shall not involve flashing or movement of text or images;
- d. In case of malfunction, the sign display shall be defaulted to a blank screen;
- e. Prior to issuance of a sign permit, the applicant shall provide written certification from the sign manufacturer that the light intensity has been factory pre-set not to exceed 7,000 NITS during daylight hours and 2,500 NITS between dusk and dawn and that the intensity level is protected from end-user manipulation; and
- f. The sign shall not display light of such intensity or brilliance to cause glare or otherwise impair the vision of the driver, or result in a nuisance to the driver.

In lieu of a Special Use Permit, staff would like to include the LED sign display as part of the approval of the final development plan. Mr. Cooper stated this project will have an assortment of shrubs and trees with a mixture of Maple, Spruce, White Oak, and Juniper trees all meeting or exceeding the minimum caliper size of 2½ inches at planting. All disturbed land areas not landscaped will be sodded (tall fescue/bluegrass) mixture with irrigation system, complete with back-flow preventer. Rain-gardens and other storm water BMP's have been integrated with the landscaping to help mitigate storm-water run-off. Plans have been accepted as submitted by Planning/Zoning, Fire Department, Building Inspections and Engineering. As we move along there will be Civil and Construction plans submitted when the site is ready to go vertical. Mr. Cooper continued with a description of the trash enclosure indicating it to be constructed of material that matches the building color and materials as well as landscaped. Councilman Savage expressed concern over understanding the landscaping. Mr. Cooper went over the landscape plan in detail, discussing the placement of trees and shrubs along the lot. Councilman Savage questioned if the monument will stand alone or if it will have anything around it. Mr. Tulloch indicated the monument sign will be located within an oval area with landscaping around it. Mayor Davis questioned if the development will be in the retention plan. Mr. Leipzig indicated, indeed this site will be a part of the Markey Regional Detention Plan. Mr. Brown discussed the interior layout of the facility indicating a

reception desk, conference rooms, and private offices being among some of the design. He continued to state this facility will have a video conference set up for discussions with loan officers located at other branches; this location will have a lot of technology. They anticipate a lot of drive thru and ATM traffic at this location. Mr. Crate questioned the red LED band on the building. Mr. Brown indicated it is just a part of the Arvest image, similar to the golden arches for McDonald's or the band around the Qt.

Mayor Davis moved to approve as amended, the Final Development Plan for Arvest Bank, with a second by Councilman Savage.

Chairman Girgin acknowledged we have a motion to approve the application and to include the request for the monument sign as outlined in the proposal.

When a vote was taken, the following was recorded, Ayes: 5 – Chairman Girgin, Mayor Davis, Commissioners Finn, Crate and Councilman Savage. Noes: none. Absent: 4 – Commissioner Christensen, Davila, McDonough and Thompson. The motion carried.

Mr. Leipzig continued with the Director's report citing Hobby Lobby and Heartland Dental will be breaking ground this week. The upcoming July 20<sup>th</sup> meeting will have a rezone request from Carnegie Village and text amendment to the Unified Development Code requiring financial encumbrances to be cleared prior to processing any applications. Mr. Leipzig continued to say the Texas Roadhouse project is still moving forward.

Chairman Girgin announced she will be absent at the next meeting, however she has already contacted Vice Chairman Christensen to chair in her absence.

#### **ADJORNMENT**

Councilman Savage moved to adjourn the meeting. The motion was seconded by Commissioner Finn. All members present voted in favor and the meeting adjourned at 7:34 p.m.

Jennifer Dutcher  
Community Development Secretary