

Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
Belton, Missouri
February 1, 2016

CALL TO ORDER

Chairman Holly Girgin called the meeting to order at 6:00 p.m.

ATTENDANCE

Commission: Chairman Holly Girgin, Commissioners Tim McDonough, Chris Christensen, Ryan Finn, Chuck Crate, Larry Thompson, Councilman Chet Trutzel and Mayor Davis.

Staff: Jay Leipzig, Community & Economic Director, Robert Cooper, City Planner, Megan McGuire, City Attorney, Jeff Fisher, Public Works Director, Jennifer Dutcher, Community Development Secretary

Absent: Commissioner Sally Davila

MINUTES

Commissioner Crate moved to approve the minutes of the January 4, 2016 Planning Commission meeting. Seconded by Commissioner Christensen. All members present voted in favor and the motion carried.

DISCUSSION

Mr. Leipzig addressed the Commission concerning the zone change from R-1 (Single-Family Residential) District to Ag (Agricultural) District, for a 3.1-acre tract of land, described as Hardee Meadows, Second Plat, Lot 84, addressed as 7216 E. 157th Street. Mr. Leipzig indicated due to the surrounding land uses and in speaking with the land owner, the public hearing should be continued until March 7, 2016 to allow for additional time to explore a better solution.

Commissioner Finn moved to continue until March 7, 2016, the zone change from R-1 (Single-Family Residential) District to Ag (Agricultural) District, for a 3.1-acre tract of land, described as Hardee Meadows, Second Plat, Lot 84, addressed as 7216 E. 157th Street, seconded by Councilman Trutzel.

A vote was taken and the following vote recorded:

Ayes: 8 –Chairman Holly Girgin, Commissioners Chris Christensen, Tim McDonough, Ryan Finn, Larry Thompson, Chuck Crate, Councilman Chet Trutzel and Mayor Davis.

Noes: 0

Absent: 1 – Commissioner Sally Davila

Motion carried.

Mr. Cooper presented the staff report for the consideration of a Preliminary Plat approval for Autumn Ridge, a 46.78-acre(s), single-family residential development, located on the west side of Mullen Road, directly south of Orleans Place multi-family housing complex. The Planning Commission originally reviewed the Preliminary Plat for Autumn Ridge in 2004. The first plat was approved 3/1/2006; the

second plat was approved 5/9/2006; and the third plat was approved 5/9/2007. Partial development has taken place during the years up to this point. Currently, the Autumn Ridge subdivision contains sixty-four (64) single-family dwelling units and thirty-eight (38) two-family structures with seventy-six (76) two-family dwelling units with a combined total of one-hundred-forty (140) dwelling units. The original layout (plat) indicated a community swimming pool would be constructed at the northeast corner of Sycamore Drive and Fall Meadow Drive. The preliminary plat consists of five (5) phases of development, beginning with Phase 3 on the west side of the existing homes located along Hibiscus Drive and concluding with Phase 7 on the far western edge of the site with the completion of two minor arterial residential streets which will provide east to west connectivity of Fall Meadow Lane and Sycamore Drive. The build-out numbers will equate to ten (10) two-family residential lots along Fall Meadow Lane, with an additional one-hundred thirty-seven (137) single-family residential lots. The proposed preliminary plat shows there are several single-family corner lots with a fifteen foot non-addressed side, front yard setback and not the required 30'. This arrangement would provide additional buildable space. The Planning Commission would need to evaluate and approve this variance regarding non-addressed side front yard setback. Planning, Fire, and the Engineering staff support a recommendation to approve the Preliminary Plat for Autumn Ridge.

Commissioner Christensen questioned how the Homeowners Association (HOA) works for those families already living in the development. Robert Walquist, Quist Engineering, indicated the HOA is not currently functioning correctly. The developer has to get the HOA operational because we have to maintain the detention basin. We are not sure if this HOA will be the same as the first one, it could possibly be a joint ownership. If the first HOA is debunked; it will be best to start a new one then require the two to combine. Commissioner Christensen questioned if they can legally make the first development move into a new HOA. Mr. Walquist stated when they originally bought the lots there was an HOA requirement, so they are a part of an HOA but they are not collecting funds right now. Once you start collecting funds, people start getting involved.

Mr. Leipzig indicated staff would make sure the HOA articles are filed before the plat. Commissioner Christensen again cited concerns for existing property owners in regards to making them join an HOA. Councilman Trutzel questioned if a swimming pool would be built. Mr. Walquist stated the developer sent a letter to the City stating his intentions for the swimming pool, however if an HOA is not funded they will not have the means for upkeep.

Megan McGuire, City Attorney, requested clarification of the development agreement including what the triggers will be for the starting of improvements in additional phases. Does the developer plan to build the roads as they build out phase three and four. Have we evaluated what the triggers are for the next phase, how they will come about and if they are guaranteed? Mrs. McGuire stated she doesn't have a problem building them out in phases, however, if half of the roads are constructed will this meet the requirements for the fire department, are we going to have dead end streets that the fire trucks cannot turn around in. Is the public protected so everything is in place for detention and road access during the build out?

Mr. Walquist stated the city did the review; they looked at how it all ties in, there will not always be two access points, and staff took that into account. Mr. Leipzig stated staff has talked about the triggers and is to identify them in the Development Agreement.

Commissioner McDonough questioned if phase one and two are the same developer. Mr. Walquist indicated yes; however the previous managing partner is no longer with the developer, same company with management changes. Mayor Davis questioned the retention at tract A, will this be adding additional storm water runoff; will the water flow to the existing detention. Jeff Fisher, Public Works Director stated

the water will flow underneath Cambridge. Mr. Fisher continued to say he has a lot of experience working with Mr. Walquist and everyone will be working closely with the City Engineer. Mr. Walquist indicated the location is well below the 100 year flood zone. Mayor Davis questioned the status of the walking trails. Mr. Leipzig stated the plan is consistent with the Trails Master Plan; they will be noted on the Preliminary Plan and will be listed on the Final Plat. Mrs. McGuire stated it can also be a part of the Development Agreement as to who will have to maintain the bike and trail path; will it be the City or the Parks or part of the Homeowners Association? Mr. Leipzig stated we do have some trail planning along Mullen road; we want to make sure it stays consistent with that plan.

Mr. Walquist requested if the hiking trail can be a 6' to 8' striped trail along the side of the road instead of a dedicated 10' trail. Mr. Fisher stated we should be open to a shared bike lane.

Commissioner Christensen moved to approve with all of the included recommendations by staff, the Preliminary Plat for Autumn Ridge, seconded by Councilman Trutzel.

A vote was taken and the following vote recorded:

Ayes: 8 –Chairman Holly Girgin, Commissioners Chris Christensen, Tim McDonough, Ryan Finn, Larry Thompson, Chuck Crate, Councilman Chet Trutzel and Mayor Davis.

Noes: 0

Absent: 1 – Commissioner Sally Davila

Motion to carried.

Mr. Leipzig recognized the renovation and expansion plan for Budget Self-Storage; indicating staff has been working with Brian and Stacy Smith. This project is consistent with the North Scott Corridor Plan. Although no formal action is needed tonight, staff wished to present the Commission with the proposal.

Mr. Cooper presented the staff report for the renovation and expansion of Budget Self-Storage (aka: Belton Mini-Storage), located at 128 E. Hargis Avenue, Belton, MO. Mr. and Mrs. Smith plan to reinvest in the area and redevelop the 1.25-acre property to the north. Mr. Smith has purchased the property just to the north of his site, which was owned by David Schaffner, addressed as 209 N. Scott Avenue. Currently, that property contains a couple of structures, (built in 1948), one of which is a dilapidated building (verge of collapse) and the other is a building being used as an auto repair shop. For many years in the past, the property has been used as a junk car storage yard and auto repair shop. The redevelopment project will require the removal of the dilapidated building and the construction of a new 3000-sq. ft. building to be used as the main office for their Budget Self-Storage and U-Haul truck leasing office. Due to the complexity of the project, the limited revenue, the owners have requested a conceptual site plan presentation, in order to receive feed-back as to the quality of the project and if the Planning Commission would support the project. Staff has noted the following exemptions and or variances:

1. Construct new building in the original building footprint (zero lot line setback);
2. Allow 'Reasonable Auto', repair shop, to continue conducting business from the back of the newly constructed building for a period of 3-years;
3. Allow Budget Self-Storage to provide an on-site living quarters for a Property Manager;
4. Allow the owner of 'Reasonable Auto' to conduct business from a 40-foot cargo container located at the rear of Budget Self-storage during the construction phase, with an approved Temporary Use Permit;
5. Allow Budget Self-Storage to use gravel in lieu of asphalt or concrete for the storage area only.

Commissioner Christensen requested clarification of a start date; pertaining to the allowance of Reasonable Auto's request to conduct business from the rear of the newly constructed building for three years. Brian Smith, owner of Belton Budget Storage, replied the three years would start as soon as the new building is constructed. Mr. Smith stated that Reasonable Auto would like to operate from a temporary office during the 6 weeks of demolition and construction. Commissioner Christiansen questioned how tall the gate at the entrance will be, if RV's can be seen from North Scott. Mr. Smith stated the gate will be four feet and constructed of solid metal. Visibility will be very minimal from North Scott; the lot goes back roughly 60-80 yards.

Commissioner Crate questioned if all the gravel will be behind a tall privacy fence. Mr. Smith replied yes, we will be putting an 8' solid wooden fence to shield the property. Commissioner Trutzel stated he had concerns about the gravel, however, after a comparison with other sites, he has noticed some places are doing asphalt down the center with parking on gravel, as long as it is maintained and looks nice. He shared concerns of the owners request for the City to waive building fees, stating he doesn't think that will happen.

Mayor Davis questioned the use of a 40' cargo trailer for the temporary operation of Reasonable Auto. Mr. Smith stated it currently faces the rear of the property and is pretty well hidden; it would only be used for 6 weeks while construction is ongoing. Commissioner Crate questioned if the container will go away with the completion of construction. Mr. Smith stated no, we own the container and use it for equipment; it has been there for years.

Mayor Davis requested Mr. Leipzig to discuss the Brownfield Study and what impact it will have. Mr. Leipzig indicated staff has been working with the applicants to utilize some grant funds from the state of Missouri to do a phase one environmental assessment to look for contaminants. With almost a 99% certainty there are contaminants on that site. So we have grant money available to do a phase two assessment so if there is clean up that is required there are grant funds and credits that can be utilized to do so. It's a good partnership between the city and Department of Natural Resources as well as the applicants.

Mrs. McGuire stated a need to evaluate the overall site in relation to the neighbors and others, and a need to consider light pollution with the impact of lighting. You will have to consider how the impact of the lighting will be, possibly the use of some trees or landscaping to create some buffering. We will need to address the potential of oil spills due to the parking of vehicles on gravel. Mr. Smith stated they will mostly be parking fifth wheels, but we will have a process in place.

Mr. Cooper made the Commission aware that the applicants have submitted a formal site plan for review. Pending this evening's general acceptance from the Commission, we will go ahead and distribute out those plans to staff and will return with a formal presentation. Mr. Smith has also submitted an application for a zone change for the property to be zone to M1, which will be presented to the Commission.

Mr. Smith wished to ask the Commission to also consider a request to move the 30x100' building back an additional 15 feet to accommodate for future growth of North Scott. Mayor Davis questioned if 15' would be enough if they widen North Scott. Mr. Fisher stated, he would consider it, look into it and look at the Corridor plans.

Mr. Leipzig wished to clarify; staff is asking for a general approval of the concept plan with the 5 listed exemptions and pending any future staff review comments. A general consensus of the Planning Commission revealed all were in favor of the proposed concept plan.

Mr. Leipzig presented the Directors Report stating Economic Development has been working on the annual report, paper copies are available. The City is hosting the First Friday Coffee in the Annex Council Chambers on Friday, February 5th. Staff is currently working with a developer for the Traditions site located on the east side of Mullen Rd.

Next meeting is scheduled for March 7, 2016.

ADJOURNMENT

Commissioner Finn moved to adjourn the meeting. Seconded by Commissioner Christensen. All members present voted in favor and the meeting adjourned at 7:18 P.M.

Jennifer Dutcher
Community Development Secretary