

Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
May 16, 2016

CALL TO ORDER

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

ATTENDANCE

Commission: Chairman Holly Girgin, Mayor Jeff Davis, Councilman Chet Trutzel, Commissioners Sally Davila, Chris Christensen, Ryan Finn, and Larry Thompson.

Staff: Jay Leipzig, Community and Economic Development Director; Megan McGuire, City Attorney; Robert Cooper, City Planner; Bobby Sperry, Fire Marshal; Zach Matteo, City Engineer; Jeff Fisher, Public Works Director; Ashley Scherer, Community Development Administrative Assistant.

Absent: Commissioners Chuck Crate and Tim McDonough.

Guests: KC Sign Express, Inc., Robin Hurshman, Graphics Art; Sallee Homes, Inc., Randy Sallee, President; Tyler Sallee, Vice-President; Stan Woodworth, Attorney; and Matt Schlicht, Design Engineer.

MINUTES

Commissioner Christensen moved to approve the May 2, 2016 Planning Commission meeting minutes. The motion was seconded by Commissioner Finn. All members present voted in favor and the motion carried.

PUBLIC HEARING-Special Use Permit to allow a digital message sign for Phillips 66 Minit-Mart, to be located at 500 E. North Avenue.

Mr. Cooper presented the staff report regarding a Special Use Permit (SUP) to allow a digital electronic message center sign for Phillips 66 Minit-Mart, to be located at 500 E. North Avenue. The new sign will be installed into the existing sign structure. The sign will be located at the northeast corner of 58-Highway and MO -Y Highway, addressed as 500 E. North Avenue. Details about area zoning, the applicant, KC Sign Express Inc., on behalf of Phillips 66 Minit-Mart, and sign dimensions (24-square feet), were provide by Mr. Cooper.

Improvements to the sign structure is the final part of the overall redevelopment of the site which included renovations to the building, new landscaping, a parking lot overlay with repainted parking spaces, improved gas-pumps and exterior lighting. Mr. Cooper cited section 30-9 of the Unified Development Code, which regulates electronic message center signs. He also pointed out that adjacent to the site is the Price Chopper grocery store, which has a similar digital message center sign, that was approved by the Planning Commission in March 2012. Mr. Cooper presented the Commission with a sign elevation and site plan.

Mr. Cooper went on to inform the Commission that staff recommends approval of the SUP and the following conditions shall apply:

The applicant shall comply with all the requirements as outlined in Section 30-9 of the Unified Development Code, with further restrictions on nighttime illumination and annual certification as described in one and two below:

1. No greater than 1,200 NITS between dusk and dawn,
2. Must go through a third party for annual certification of the 1,200 NITS between dusk and dawn.

Chairman Girgin opened the public hearing at 6:06 p.m. The hearing was being held to receive public input regarding an SUP application to allow a digital message sign for Phillips 66 Minit-Mart, to be located at 500 E. North Avenue.

Mayor Davis questioned if the sign would be larger than the current sign. Mr. Cooper confirmed the sign is of similar size, will be installed into the existing sign structure, and the image provided is scaled. Mayor Davis questioned who will be monitoring the section in the Unified Development Code that states any portion of the message or image must have a minimum duration on screen of eight seconds. Robin Hurshman, KC Sign Express, Inc., who was present representing Phillips 66 Minit-Mart verbally agreed that she would monitor the sign and ensure it meets code.

Councilman Trutzel raised concern of how the City regulates digital message signs. The Unified Development Code states any portion of the message or image must have a minimum duration on screen of eight seconds. Councilman Trutzel brought up we have digital message signs in the city that are not following the eight second rule. Councilman Trutzel proposed enforcement action for businesses that do not following the requirements as outlined in Section 30-9 of the Unified Development Code. Mr. Leipzig noted that staff will evaluate for any businesses who are not currently following the code.

Chairman Girgin closed the public hearing at 6:12 p.m. Commissioner Christensen moved to approve the SUP as submitted with specified conditions to allow a digital message sign for Phillips 66 Minit-Mart, to be located at 500 E. North Avenue. The specified conditions are as follows:

The applicant shall comply with all the requirements as outlined in Section 30-9 of the Unified Development Code, with further restrictions on nighttime illumination and annual certification as described in one and two below:

1. No greater than 1,200 NITS between dusk and dawn,
2. Must go through a third party for annual certification of the 1,200 NITS between dusk and dawn.

The motion was seconded by Councilman Trutzel. When a vote was taken the following was recorded: Ayes, 7 – Chairman Girgin, Mayor Davis, Councilman Trutzel, Commissioners Davila, Christensen, Thompson and Finn.

Noes, 0.

Absent, 2 – Commissioner McDonough and Crate. The motion carried.

DISCUSSION – Traditions Final Plat-Consideration of a Final Plat of the First Plat of Traditions

Chairman Girgin introduced the next item of business regarding consideration of a Final Plat of the First Plat of Traditions subdivision. The first plat is a 49.4 acre, single and multi-family residential development, located on the east side of South Mullen Road, and Sycamore Drive.

Mr. Leipzig noted that this is an unusual project because the infrastructure is already in place. The Planning Commission originally reviewed and approved the Traditions preliminary plat in January 2009 and City Council approved the final plat in September 2007. At that time, the residential development was under different ownership. Due to the previous owner's financial instability, the final plat was never recorded with the Cass County Recorder's Office. Sallee Homes, Inc. (current developer) is proposing to develop this 49.40-acre tract of land, which is part of the original final plat that was approved by the city in 2007. Mr. Leipzig introduced the development team representing Sallee Homes, Inc.; Randy Sallee, President; Tyler Sallee, Vice-President; Stan Woodworth, Attorney; and Matt Schlicht, Design Engineer. City staff has been working closely with Sallee Homes on the Development Agreement.

Mr. Cooper explained that the project will consist of two phases of development. Phase one will commence in summer 2016, with the construction of eight 4-plex buildings and twelve single-family homes. It is estimated that by the end of the 2016 calendar year, there will be a total of twenty-five single-family homes and twelve 4-plex buildings constructed and marketable. The Final Plat of the 1st Plate will consist of fifty-one single-family residential lots and twenty-three 4-plex buildings. The single-family homes will range in size between 1,400 square feet to 2,000 square feet, mostly three and four bedrooms, with 2.5 and 3.5 baths. The 4-plex units will consist of 1,253 square feet two-bedroom dwellings and 1,352 square feet three bedroom dwellings.

Common areas are identified on the plat as Tracts A, B, and C. These areas surround the 4-plex multi-family units and are to be used as a common green space area. The developer has no plans to pursue any commercial development. Subsequently, the area shown on the original plat as "commercial" will be shown as un-platted and will be re-platted as residential at a later phase of development. The remaining acreage of the Traditions subdivision will be developed and platted at a later phase, to be in accordance with the city's adopted codes and ordinances. Primary access to the development will be from South Mullen Road with Sycamore Drive and Traditions Parkway being classified as the two major internal collector streets for this subdivision. An 8 to 10-foot-wide walking trail will be added to the plat along Sycamore Drive (to be used mutually with the public sidewalk) and also, along Traditions Parkway on the west side of the roadway.

Mr. Cooper informed the Commission that staff finds the final plat to be consistent with Section 35-36 of the Belton Unified Development Code, therefore, supports a recommendation to approve the Final Plat of the First Plat of Traditions with the changes as mentioned above and the re-platting of the commercial lots.

Chairman Girgin questioned the amount for rental units. Mr. Sallee responded that similar units they have completed in the past were in the range of \$1,000 - \$1,300 per month depending on if it was a two bedroom or three bedroom 4-plex. It was also noted that the 4-plexes would be maintained and rented through a property management company. Mr. Leipzig stated that the single family homes will be for sale and will be in the range of \$200,000 - \$250,000 per home.

Commissioner Christensen brought up concerns regarding homes built on dead-end streets without developed cul-de-sacs. Mr. Randy Sallee commented the development agreement states they would provide a temporary gravel cul-de-sac in order to provide fire and police access. Bobby Sperry, Fire Marshall, commented that according to the development agreement, gravel is allowed provided it will support the weight of the fire trucks. The development agreement also states that they will have four years to develop the cul-de-sac before laying a more permanent surface, such asphalt.

Mayor Davis asked Mr. Matteo, City Engineer, if there are any floodplains in the area and if there would be any drainage issues to the south of the property. Mr. Matteo stated that they are not located in any flood plains and there will not be any drainage issues with Phase One. However, there could be concerns of drainage issues in Phase Two with existing properties, but those will be addressed under the city drainage and stormwater detention criteria.

Mayor Davis asked if the development would contain a club house or swimming pool. Mr. Randy Sallee confirmed plans for both a swimming pool and a pool house. Councilman Trutzel questioned if there would be a Homeowner's Association. Mr. Sallee mentioned plans to manage the grounds and pool until there are sufficient homeowners to establish the HOA. Once this is met, Mr. Woodworth will establish and hand over the HOA to the homeowners.

Commissioner Finn moved to approve the Final Plat of Traditions - First Plat. The motion was seconded by Councilman Trutzel. When a vote was taken the following was recorded:

Ayes, 7 – Chairman Girgin, Mayor Davis, Councilman Trutzel, Commissioners Davila, Christensen, Thompson and Finn.

Noes, 0.

Absent, 2 – Commissioner McDonough and Crate. The motion carried.

DIRECTOR'S REPORT

Mr. Leipzig reported current project updates:

- Cedar Tree Shopping Center building permit released Friday, May 13, 2016.
- Brewbakers Bar and Grill plans received for staff review. Brewbakers Bar and Grill will be a key tenant at Cedar Tree Shopping Center with plans to open by the end of the year.
- Belton Gateway Phase 2 development agreement was approved by City Council. Infrastructure drawings have been received and staff will finish review by June 1, 2016.
- Fazoli's completion date approximately June 15, 2016.
- Arvest Bank opened on Monday, May 2, 2016. Ribbon cutting is schedule for June 13, 2016.
- Mernards expected opening date at the end of October 2016.

ADJOURNMENT

Commissioner Finn moved to adjourn the meeting. The motion was seconded by Commissioner Christensen. All voted in favor and the meeting adjourned at 6:43 p.m.

Ashley Scherer

Community Development Administrative Assistant