

**Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
December 5, 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 Tim McDonough, Scott Swaggart, Charles Crate, and Chris Christensen.

Absent: Commissioner Sally Davila and Larry Thompson.

Staff: Jay Leipzig, Community and Economic Development Director; Megan McGuire, City Attorney; Ron Trivitt, City Manager; Alexa Barton, Assistant City Manager; Melinda Bolling, City Planner; Michael Doi, Public Works Director; Zach Matteo, City Engineer; and Kate Patras, Assistant City Engineer.

MINUTES

Commissioner Christensen moved to approve the November 7, 2016 Planning Commission meeting minutes. The motion was seconded by Councilman Trutzel. All members present voted in favor and the motion carried.

General Discussion- Presentation from Zach Matteo, PE, City Engineer, regarding the proposed FY 2018 Capital Improvement Plan.

Mr. Matteo gave the FY 2018 Capital Improvement Plan presentation. Mr. Matteo pointed out in the agenda packet the three types of projects. The three project types are projects with funding, partially funded projects, and projects without funding. The projects are then organized by project type and are not in any priority order. Mr. Matteo stated the projects without funding need to be prioritized into which projects need to be funded sooner rather than later. Then, he gave an overview of how the projects relate back to city-wide planning.

Commissioner Crate commented he believed the North Scott Corridor plan should be independently financed. Mr. Leipzig stated we have talked about different funding sources and are looking into a revitalization program.

Mr. Matteo will present the FY 2018 Capital Improvement Plan to the City Council on December 6, 2016. Following the City Council meeting, Mr. Matteo will present the final review to the Planning Commission on December 19, 2016 to receive a recommendation of approval to then present the final review to City Council.

General Discussion- Discussion of various issues.

Mr. Leipzig stated he would like to talk about the new direction of planning. Staff would like to focus on future planning projects and developing a long-term plan for the City regarding planning. Additionally, staff would like to focus on updating text amendments in the Unified Development Code.

Currently, in the Unified Development Code we break down many of our sign regulations based on the type of sign, such as a political sign, and we will need to analyze the sign code in the Unified Development Code and reevaluate it. We can regulate where signs are placed and how they are structurally built. However, we need to be careful about how we distinguish between the variety of signs based on the message of the sign. Mr. Leipzig added we will need to reevaluate how we approve sign applications.

Ms. McGuire informed the Commission of a recent Supreme Court case involving First Amendment rights and local governments. The case redefined what a content-based sign is. The Supreme Court decided government regulation of speech is content-based if a law applies to a particular speech because of the topic discussed or the idea or message expressed.

Mr. Leipzig informed the Commission we have a project that will need to come to the Planning Commission in January, however both meeting dates in January are holidays. Mr. Leipzig inquired if the Commission could meet on another day in January. The Commission agreed to having a special meeting on a Wednesday in January at 6 p.m.

Councilman Trutzel inquired about the Belton Mini-Storage project on Hargis Street that came to the Planning Commission in March. Mr. Leipzig stated that deal, how it was presented, never materialized. However, they are currently negotiating with the adjacent property owner(s) and would like to move forward with project. They will be presenting a new site plan to the Planning Commission in the near future.

Commissioner McDonough stated the owner/contractor at 929 Locust Hill Circle has put in a gravel driveway and parking area. He stated he has sent two emails to staff over a two-week period to alert to the violation. Staff did not respond and now the project is complete.

DIRECTOR'S REPORT

- Mr. Leipzig introduced the new city staff members, Michael Doi, Public Works Director and Melinda Bolling, City Planner.
- Mr. Leipzig stated future topics that will be coming to the Planning Commission:
 - Flex zoning on the North Scott Corridor Plan
 - Enforcement of Sign Codes
 - Text amendments regarding pawn shops, hookah bars, and vapor shops

ADJOURNMENT

Commissioner Christensen moved to adjourn the meeting. The motion was seconded by Commissioner Swaggart. All voted in favor and the meeting adjourned at 6:56 p.m.

Ashley Scherer

Community Development Administrative Assistant