



**AGENDA
CITY OF BELTON
PLANNING COMMISSION
PUBLIC HEARING & MEETING
MONDAY, MAY 17, 2010 - 7:00 P.M.
CITY HALL ANNEX, 520 MAIN STREET**

- I. CALL MEETING TO ORDER
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE MAY 3, 2010 PLANNING COMMISSION MEETING
- IV. PUBLIC HEARING
 - A. Unified Development Code (UDC)
- V. DIRECTOR'S REPORT
- VI. NEXT MEETING DATE: June 7, 2010
- VII. ADJOURNMENT

Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
May 3, 2010

CALL TO ORDER

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

ATTENDANCE

Commission: Chairman Girgin, Mayor Pro Tem Gary Lathrop, Commissioners Tim McDonough, Jeff Fletcher, and Larry Thompson.

Staff: Jay Leipzig, Community Development Director; Robert Cooper, City Planner; Jason Webb, Fire Marshal; and Ann Keeton, Community Development Secretary.

Absent: Councilman Bobby Davidson, Commissioners Sally Davila, Scott VonBehren and Roger Horne.

MINUTES

Commissioner Thompson moved to approve the minutes of the April 19, 2010, planning commission meeting. Commissioner Fletcher seconded the motion. All members present voted in favor and the motion carried.

DISCUSSION – UNIFIED DEVELOPMENT CODE

Mr. Leipzig announced there will be a public hearing for the Unified Development Code (UDC) at the next planning commission meeting which will be held on May 17, 2010. The Municipal Code Corporation will be formatting the UDC according to Mr. Leipzig. At this time Mr. Leipzig presented a summary of proposed changes in the draft UDC chapter by chapter. Some highlights of the review included:

- Chapter 2 – Definitions: Waiting on revised definitions for residential care centers and group homes.
- Chapter 6 – Buildings, Structure and Property Maintenance: This chapter will include the recently adopted Property Maintenance Code.
- Chapter 11 – Commercial, Industrial, Parks and Recreation and Public Use Zoning Districts: The Industrial zone designated as the “I” zoning district will be changed to “M” for Manufacturing.
- Chapter 15 – Use Specific Standards: There will be revisions to the residential care homes and wireless communication towers.
- Chapter 18 – Signs: This sign information will be in a separate chapter for easy access.
- Appendix – This section will contain an overview of the development / review process, a table of fees, and a preferred planting list for public property.

Mayor Pro Tem Lathrop expressed his appreciation of the inclusion of a fee table in the UDC. He thought it would benefit developers to be able to access all the fee information in one location. Staff is looking into including an administrative procedure in the UDC regarding

construction of accessory structures on lots used for agricultural purposes in an R-1 (Single-Family Residential) zoning district. Commissioner Thompson commended staff on their work creating the draft UDC document. Mr. Leipzig talked about the UDC adoption schedule. Commissioner Thompson made a motion to move forward with a public hearing for the UDC adoption at the next commission meeting. The motion was seconded by Commissioner Fletcher. When a vote was taken the following was recorded: Ayes: 5 – Chairman Girgin, Mayor Pro Tem Lathrop, Commissioners McDonough, Fletcher and Thompson. Noes: none. Absent: 4 – Councilman Davidson, Commissioners Davila, VonBehren and Horne. The motion carried.

DIRECTOR'S REPORT

Mr. Leipzig reminded Commissioners that a proposed tree ordinance was presented at the last meeting. He explained that the contents of the tree ordinance included the creation of a tree board, a list of preferred planting species, and enforcement provisions. After further review of the proposed ordinance it was determined the enforcement provisions already exist in the City Codes, so he recommended a resolution creating a tree board could be presented for approval instead of the tree ordinance. The park department is working on a draft resolution for the creation of a tree board.

There was a conversation about various impending commercial projects including Hampton Inn and restaurant projects adjacent to the hotel. He reported the hotel project may be waiting to begin until the road construction on 163rd Street is completed.

Mr. Leipzig explained a change that was made to an ordinance approving a car lot on N. Scott. The change was regarding the requirement for striped parking stalls.

The retaining wall has been completed at 1208 – 1210 N. Scott, the location of a future used motorcycle sales lot.

There was speculation about the opening date of a Church's Chicken restaurant on 58 Highway.

It was reported by Mayor Pro Tem Lathrop he received a complaint about 13 cars parked at the site of Heart-n'-Hand Ministries on Lillard. Recently a special use permit was approved with conditions for the Ministry to operate temporarily at the Lillard site. A car with a broken window that had previously been on the site had been moved to the Assembly of God Church parking lot according to Mayor Pro Tem Lathrop. He went by the Ministry property and saw multiple cars, some of which were parked on the grass. It was stated the Ministry was holding a sale that day and the wooden sign advertising the sale was larger than what is allowed by City code.

ADJOURNMENT

Commissioner Thompson moved to adjourn the meeting. The motion was seconded by Mayor Pro Tem Lathrop. The meeting adjourned at 7:28 p.m.

Ann Keeton
Community Development Secretary