

Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
November 15, 2010

CALL TO ORDER

Chairman Holly Girgin called the meeting to order at 7:00 p.m.

ATTENDANCE

Commission: Chairman Girgin, Mayor Pro Tem Gary Lathrop, Councilman Bobby Davidson, Commissioners Sally Davila, Tim McDonough, Jeff Fletcher, Scott VonBehren, and Larry Thompson.

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

Absent: Commissioner Mike Van Eaton

MINUTES

Commissioner Thompson moved to approve the minutes of the November 1, 2010, Planning Commission meeting. Commissioner VonBehren seconded the motion. All members present voted in favor and the motion carried.

CASE SUP10-15 – Used Vehicle Sales Lot at 300 N. Scott

Mr. Leipzig reported the applicant, City staff, and the Site Plan Review Committee members met on site at 300 N. Scott to assess the available space and develop a parking plan for the vehicle sales lot.

Mr. Cooper provided details about the on site committee meeting and stated the committee discussed landscaping, vehicle placement, bollard location, painting of parking stalls, and property maintenance. The applicant and committee members agreed to the recommended conditions of approval including the elimination of one parking space within the sight triangle (at the corner of Carnegie and N. Scott) and replacing that space with a landscape buffer not to exceed 24-inches in height.

Mr. Cooper went over the proposed parking plan and he reported that eight vehicles will be allowed in the north parking area including five display and three customer parking stalls. He pointed out the location of three bollards and wheel stop blocks around a fire hydrant.

Regarding display vehicles in front of the building, Mr. Cooper reported that four display vehicles will be allowed to park in front providing a 4-ft minimum separation from the building is maintained.

Other recommended conditions of approval included removal of weeds behind the building, compliance with section 12-272 of the Belton Municipal Code, and review of the Special Use Permit (SUP) in one year to ensure compliance. Mr. Leipzig reported the vegetation behind the building has been trimmed.

Paving a grassy area to park display cars was discussed at a previous meeting and it has now been determined that the applicant will not need to park on the grass. Mr. Cooper stated the applicant is aware that all display cars must be parked on a paved surface. There was a brief discussion about the City Council designating a “No Parking” area on Carnegie at an upcoming meeting.

Commissioner McDonough initiated a discussion about the designated customer parking space(s) on the south side of the building. He recalled committee members did not think there is sufficient space for two customer parking stalls on the south parking lot, as shown on the proposed site plan. After discussion, it was determined there is enough space for one customer parking stall on the south side of the building.

Mr. Zabet said he understands and agrees with all the proposed conditions of approval and also Mr. Zakeri the property owner accepts the conditions. It was clarified that there will be three display cars parked on the southeast corner of the lot (after the elimination of one parking stall in the sight triangle) and not four cars as shown in the proposed site plan. It was also stated there will be four display cars allowed in front of the building. The fire department will provide the specifications for the installation of the bollards around the hydrant. **Councilman Davidson moved to recommend approval of the application for a special use permit to allow a vehicle sales lot at 300 N. Scott with the following conditions:**

- 1) Eliminate one (1) parking space within the sight triangle;**
- 2) Allow eight (8) vehicles within the north parking area, to be used as a combined customer/display parking area;**
- 3) Only allow four (4) vehicles to park in front of the building, always maintaining at least a 4-ft. separation from the building;**
- 4) Allow nine (9) vehicles to park within the south parking area, to be used as a combined customer/display parking area;**
- 5) Provide a landscaped buffer using layered designed landscaping blocks, not to exceed a height of 24-inches, consisting of low-rise vegetation, i.e. bushes and flowers, located at the corner of Carnegie Street and N. Scott Avenue;**
- 6) Install three (3) bollards around the existing fire hydrant in accordance with Fire Department specifications. Each bollard shall be setback no less than 3-ft. from the hydrant;**
- 7) Wheel stop-blocks shall be provided for vehicles parked near the fire hydrant;**
- 8) Allow a total of twenty-one (21) vehicles on site at any given time;**
- 9) No display vehicle shall obstruct visibility, or parked in a manner which would create a hazardous condition;**
- 10) No material, supplies, or merchandise shall be stored outdoors;**
- 11) Restriping of all parking stalls to a dimension of 9-ft. x 20-ft;**
- 12) Removal of all noxious vegetation (weeds) and grass trimmed, mainly behind the building near the railroad tracks;**
- 13) No Certificate of Occupancy is issued for Mr. Zabet until the site has had a final inspection for compliance with Section 12-272, Belton Municipal Code;**
- 14) Special Use Permit 10-15 is reviewed by the Planning Commission in one (1) year to ensure compliance.**

The motion was seconded by Commissioner VonBehren. When a vote was taken, the following was recorded: Ayes: 8 – Chairman Girgin, Mayor Pro Tem Lathrop, Councilman Davidson,

Commissioners Davila, McDonough, Fletcher, VonBehren and Thompson. Noes: none. Absent: 1 – Commissioner Van Eaton. The motion carried.

DIRECTOR'S REPORT

The December 6, 2010, Commission meeting agenda items will include SUPs for vehicle sales lots at 906 N. Scott and 310 N. Scott.

Approval from the TIF Commission was received at a meeting on November 10, 2010, for the proposed Price Chopper. The preliminary and final plats, along with the preliminary and final development plans and the TIF for the proposed Price Chopper will be discussed at a City Council meeting on December 14, 2010.

Commissioner VonBehren suggested the SUP applicants submit a site parking plan prior to the meeting for review. Mr. Cooper reported one of the upcoming SUP applications is for an existing car lot and the applicant is applying to use a portion of the existing lot for car sales. The other used car sales SUP application to be heard in December is next door to the vehicle sales lot that was approved tonight. When questioned about the sale of carports and sheds at the 906 N. Scott site, Mr. Leipzig stated that staff will look at the occupation license.

ADJOURNMENT

Commissioner VonBehren moved to adjourn. Councilman Davidson seconded the motion. All members present voted in favor, and the meeting adjourned at 7:27 p.m.

Ann Keeton
Community Development Secretary