

**Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
August 1, 2011**

CALL TO ORDER

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

ATTENDANCE

Commission: Chairman Girgin, Councilman Bobby Davidson, Commissioners Sally Davila, Jeff Fletcher, Steven Chancellor, Mike Van Eaton, and Larry Thompson.

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

Absent: Mayor Pro Tem Gary Lathrop and Commissioner Tim McDonough.

MEETING MINUTES

Councilman Davidson moved to approve the minutes of the July 18, 2011, Planning Commission meeting. Commissioner Thompson seconded the motion. All members present voted in favor and the motion carried.

ELECTION OF OFFICERS

Councilman Davidson moved to nominate Holly Girgin as chairman. Commissioner Davila seconded the motion. When a vote was taken, the following was recorded: Ayes: 7 – Councilman Davidson, Commissioners Davila, Fletcher, Chancellor, Van Eaton, Thompson, and Chairman Girgin. Noes: none. Absent: 2 – Mayor Pro Tem Lathrop and Councilman McDonough. The motion carried electing Holly Girgin as chairman.

Chairman Girgin moved to nominate Jeff Fletcher as vice-chairman. Commissioner Davila seconded the motion. When a vote was taken, the following was recorded: Ayes: 7 – Chairman Girgin, Councilman Davidson, Commissioners Davila, Fletcher, Chancellor, Van Eaton, and Thompson. Absent: 2 – Mayor Pro Tem Lathrop and Commissioner McDonough. The motion carried electing Jeff Fletcher as vice-chairman.

PUBLIC HEARINGS

A. Chairman Girgin announced that an application for consideration of a Special Use Permit to allow off-premise real estate signs was withdrawn by the applicant. Mr. Leipzig reported the applicant, Rausch Coleman Homes, wanted to place off-premise signs to market their houses for sale in Emerson Park, but it is specifically prohibited in the City sign ordinance.

B. An overview of amendments to Chapters 18, 19, 20, 22 and 23 of the Unified Development Code was presented by Mr. Leipzig. He gave a brief description of the subject of each chapter. Chairman Girgin opened the public hearing at 7:08 p.m. As there was no public input, Chairman Girgin closed the hearing at 7:08 p.m. **Councilman Davidson moved to recommend approval of the amendments to Chapters 18, 19, 20, 22 and 23.** Commissioner Van Eaton seconded the motion. When a vote was taken, the following was recorded: Ayes: 7 – Chairman Girgin, Councilman Davidson, Commissioners Davila, Fletcher, Chancellor, Van Eaton and Thompson. Noes: none. Absent: 2 – Mayor Pro Tem Lathrop and Commissioner McDonough. The motion carried.

DIRECTOR'S REPORT

Mr. Leipzig reported the Commission will review a preliminary site plan and a zone change request for Camelot, a proposed Planned Unit Development on Holmes Road.

At a future meeting, a PowerPoint presentation will be given by the city attorney, explaining the duties and responsibilities of the planning commission from a legal perspective.

The Street Division is restriping the parking areas on Main Street and additional handicap parking spaces will be added.

On August 8, 2011, the Board of Zoning Adjustment will hold a meeting to hear a variance request to lot coverage and the setback requirements for the medical building which is part of the Research Belton Hospital improvement project. The planning commission will consider a site plan for the project in September.

Chairman Girgin welcomed new commission member Steven Chancellor.

ADJOURNMENT

Councilman Davidson moved to adjourn the meeting. Commissioner Davila seconded the motion. All members present voted in favor, and the meeting adjourned at 7:15 p.m.

Ann Keeton
Community Development Secretary