

**Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
April 2, 2012**

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, Steven Chancellor, Mike Van Eaton, and Larry Thompson.

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

MINUTES

Commissioner Thompson moved to approve the minutes of the March 19, 2012, Commission meeting. Commissioner Fletcher seconded the motion. All members voted in favor, and the motion carried.

PUBLIC HEARING - Smoking in Public Places

Mr. Leipzig reported that he would like to postpone consideration of the “smoking in public places” proposed amendments until the May 7, 2012, meeting. According to Mr. Leipzig the Park Board would like to refine the language in the amendment.

PUBLIC HEARING - Special Use Permit (SUP) Application Vehicle Sales at 109-F N. Scott

Mr. Cooper reported the public hearing for this case was continued from the March 19, 2012, meeting. Staff met with the applicants after the last Commission meeting. Mr. Cooper gave a description of the applicant’s business plan for the proposed car sales business (Buy Max Auto Sales, LLC). He told about the exterior lighting and the required signage. It was noted that to meet the city’s landscaping code requirement, the applicants are willing to donate a tree to be planted in a City Park, due to a lack of suitable space for a tree on the property at 109 N. Scott. Mr. Cooper stated staff recommends approval of the SUP application with conditions. At the earlier meeting a letter was presented from a neighboring business owner who was against the car sales business at this location. Mr. Cooper reported he spoke to the business owner by phone, and the business owner no longer objects to the car sales business locating next door. Chairman Girgin asked for public comment, there was no public input and the hearing was closed at 7:08 p.m. Commissioner Thompson moved to approve the SUP application to allow a used car lot to operate at 109-F N. Scott with the following conditions:

1. No certificate of occupancy will be issued for Buy Max Auto Sales until the site has a final inspection for compliance with Chapter 40-3(4)(a) of the Unified Development Code;
2. SUP #12-05 shall be annually renewed and reviewed administratively barring any code violations and /or complaints;

3. The parking area shall be on a hard surface (no gravel) and located on the west side of the building only, consisting of no more than three display vehicles and one customer parking space;
4. No display vehicle shall obstruct visibility, or be parked in a manner which would create a hazardous condition; encroach upon abutting properties; or overhang street rights-of-ways;
5. No material, supplies, or merchandise shall be stored outdoors;
6. Re-stripe all parking lot markings; and
7. No auto repair, painting or body-work is allowed on site.

Commissioner Davila seconded the motion. When a vote was taken, the following was recorded: Ayes: 9 - Chairman Girgin, Mayor Pro Tem Lathrop, Councilman Davidson, Commissioners Davila, McDonough, Fletcher, Chancellor, Van Eaton, and Thompson. Noes: none. Absent: none. The motion carried.

SITE PLAN - Discount Tire Store at 110 Cunningham Parkway

Mr. Leipzig reported the City Council has approved the vacation of a utility easement on property at 110 Cunningham Industrial Parkway. Mr. Cooper presented the staff report and stated the new owner has plans to demolish the existing building and rebuild a 6,947-sq. ft. tire store. He provided information about the dimensions of the building; screening; property access points, and landscaping. A copy of the recently revised conceptual building elevation showing a one foot offset was distributed by Mr. Cooper. He pointed out and went over some of the staff comments associated with the site plan (shown in the agenda). Mr. Leipzig added that staff has not received nor reviewed any construction documents and he went into more detail explaining the staff comments. There was discussion about the staff Building Inspection comments and the steps taken by the applicant to address those review comments. Mayor Pro Tem Lathrop moved to approve the Site Plan for Discount Tire Store at 110 Cunningham Industrial Parkway as submitted subject to the requirements of the Unified Development Code being satisfied and staff review comments being addressed. The motion was seconded by Councilman Davidson. When a vote was taken, the following was recorded: Ayes: 9 - Chairman Girgin, Mayor Pro Tem Lathrop, Councilman Davidson, Commissioners Davila, McDonough, Fletcher, Chancellor, Van Eaton, and Thompson. Noes: none. Absent: none. The motion carried.

DIRECTOR'S REPORT

Mr. Leipzig went into detail about the canned comments that will be included in the staff reports during site plan reviews, and he stressed the fact that staff will alert the Commission if there are any important issues to be considered.

The vehicle sales ordinance is being reviewed with the City Attorney and possible amendments will be presented to the Commission at a future meeting.

The City Council approved the final plat and final development plan for Menards along with the TIF agreement.

There was discussion about conceptual drawings that are submitted for review at the beginning of projects, and how to require developers / builders to guarantee those drawings are replicated

in the appearance of the final product. Specific comments were made about EIFS being shown in the elevations for the Discount Tire Store.

Mr. Leipzig reported the property at 302 E. North Avenue has been cleared and the Dollar General Store project is ready to start construction.

ADJOURNMENT

Mayor Pro Tem Lathrop moved to adjourn the meeting. Commissioner McDonough seconded the motion. All voted in favor and the meeting adjourned at 7:26 p.m.

Ann Keeton
Community Development Secretary