

**Minutes of Meeting  
Belton Planning Commission  
City Hall Annex, 520 Main Street  
May 21, 2012**

**CALL TO ORDER**

Vice-chairman Jeff Fletcher called the meeting to order at 7:00 p.m.

**ATTENDANCE**

Commission: Vice-chairman Fletcher, Mayor Pro Tem Gary Lathrop, Councilman Scott Von Behren, Commissioners Sally Davila, Tim McDonough, and Larry Thompson.

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

Absent: Chairman Holly Girgin, Commissioners Steven Chancellor and Mike Van Eaton.

**MINUTES**

Commissioner Davila moved to approve the minutes of the May 7, 2012, Commission meeting. Commissioner Thompson seconded the motion. All members present voted in favor, and the motion carried.

**PUBLIC HEARING - Zone Change from M-1 to C-2**

Vice-chairman Fletcher opened the public hearing at 7:01 p.m. The hearing was held to receive public input regarding a zone change from M-1 (Light Manufacturing) to C-2 (General Commercial) for seven parcels of land generally located east of Mullen and Larkspur.

Mr. Leipzig gave an explanation of “spot” zoning and pointed out the area around Larkspur and Mullen, where there is an M-1 (Light Manufacturing) district which is surrounded by C-2 (General Commercial) zoning. He indicated the zone change will bring the area into accord with the Future Land Use Map.

In the staff report, Mr. Cooper identified several types of uses permitted by right in a C-2 zone, and uses permitted with a Special Use Permit. He stated the environmental impact would be less intensive with a change from M-1 to C-2. He gave a brief overview of the plans for commercial development in that area and the roadway connections to other areas of the City. Mr. Leipzig emphasized the existing businesses in the proposed zone change area are all compatible with the C-2 zoning.

As there was no public input, Vice-chairman Fletcher closed the public hearing at 7:06 p.m.

Councilman Von Behren moved to recommend approval of the zone change from M-1 (Light Manufacturing) to C-2 (General Commercial), to include eight (8) parcels of land with a

combined land-area of 10.37 acres, generally located on the east side of Mullen Road and Larkspur Circle. Mayor Pro Tem Lathrop seconded the motion. When a vote was taken, the following was recorded: Ayes: 6 - Vice-chairman Fletcher, Mayor Pro Tem Lathrop, Councilman Von Behren, Commissioners Davila, McDonough, and Thompson. Noes: none. Absent: 3 - Chairman Girgin, Commissioners Chancellor and Van Eaton. The motion carried.

#### **PRESENTATION - Stormwater Master Plan**

Tony Stanton with Olsson & Associates gave a presentation of the draft recommendations for the City's Stormwater Master Plan that is currently being prepared by Olsson. Mr. Stanton presented an overview of the progress to date and reported the recommendations and report should be finalized in the next two or three months. He displayed a PowerPoint presentation highlighting the purpose and goals of the Master Plan; response from a mailed survey; and areas of need and solutions. He asked for Commission input on conservation overlay zoning districts; revised stormwater detention criteria; and low impact development neighborhood improvement areas that can be combined with stormwater management opportunities. Mr. Stanton went into detail and provided examples about each topic. Commissioner Davila asked questions about the public outreach and education process during research for the Master Plan. Mr. Stanton reported a mailing went out to all Belton residents asking for input regarding flooding issues. He said information has been posted on the web site, and there have been two public meetings in addition to an informational booth at the Citizens Appreciation Fair.

#### **DISCUSSION - Old Town Belton Overlay District**

Mr. Leipzig displayed maps showing the proposed overlay district. He reported there was a neighborhood meeting about the overlay district on May 17, 2012. The district would be a way to preserve the character of the Old Town area and encourage pedestrian development according to Mr. Leipzig. There will be a public hearing about the overlay district at the Commission meeting on June 4, 2012.

#### **DISCUSSION - Administrative Delay and Text Amendment for Commercial Motor Vehicle Sales**

Mr. Leipzig announced the City Council will be discussing an administrative delay on used car lot applications. On the recommendation of the City Attorney and City Manager, the proposal will be for a six-month period (May 22, 2012 - November 30, 2012).

It was reported by Mr. Leipzig that after discussion at the last Commission meeting, staff has updated the proposed text amendments for the "Commercial - Motor Vehicle Sales" section of the Unified Development Code. He suggested the Commission schedule a work session in June or July to discuss the proposed text amendments. Staff has been researching this issue nationwide through the Planning Advisory Service.

#### **DIRECTOR'S REPORT**

A Code Enforcement Advisory Committee is being created to help with the interpretation and policy direction for City Code Enforcement issues.

Mr. Leipzig gave an account of the status of code issues that were reported at the last

Commission meeting, and a problem residential property on Walnut. It was also reported there are continuing code violations at a business on Commercial due to vehicles being parked across the sidewalk.

**ADJOURNMENT**

Councilman Von Behren moved to adjourn the meeting. Mayor Pro Tem Lathrop seconded the motion. All members present voted in favor, and the meeting adjourned at 7:35 p.m.

Ann Keeton  
Community Development Secretary