



**AGENDA
CITY OF BELTON
PLANNING COMMISSION
MEETING & PUBLIC HEARING
MONDAY, JULY 16, 2012 - 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 JUNE 4, 2012 PLANNING COMMISSION MEETING

IV. PUBLIC HEARING

- A. Consideration of a Special Use Permit to allow an Electronic Message Center Sign to be located at 1010 E. North Avenue.
- B. Consideration of Amendments to Chapter 36, Sections 70 & 72 regarding maintenance responsibilities of storm water detention facilities, and storm and sanitary sewer manhole rings and covers.

V. DIRECTOR'S REPORT

VI. NEXT MEETING DATE: August 6, 2012

VII. ADJOURNMENT

MEETING MINUTES

JUNE 4, 2012

**Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
June 4, 2012**

CALL TO ORDER

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

ATTENDANCE

Commission: Chairman Girgin, Councilman Scott Von Behren, Commissioners Tim McDonough, Jeff Fletcher; Steven Chancellor; and Larry Thompson.

Staff: Jay Leipzig, Community Development Director; and Ann Keeton, Community Development Secretary.

Absent: Mayor Pro Tem Lathrop; Commissioners Sally Davila and Mike Van Eaton.

MINUTES

Commissioner Thompson moved to approve the minutes of the May 21, 2012, Commission meeting. Councilman Von Behren seconded the motion. All members present voted in favor, and the motion carried.

ANNOUNCEMENT

Chairman Girgin announced a letter has been received from Commissioner Chancellor, who is submitting his resignation from the Planning Commission. She commended Commissioner Chancellor for his service on the Commission and wished him well.

PUBLIC HEARING – Old Town Belton Overlay District boundaries

Mr. Leipzig gave an account of the past discussions about the Overlay District at both the Commission meetings and the Downtown Belton Main Street, Inc. Board meetings. Area residents were notified of a neighborhood meeting which was held in May to explain the Overlay District. According to Mr. Leipzig, the Old Town Belton Overlay District has the same boundaries as the Neighborhood Commercial District. He related some of the benefits of designating the boundaries of the Overlay District including pedestrian access. Mr. Leipzig pointed out there is a letter supporting the Overlay District from Art Ruiz, President of Downtown Belton Main Street, Inc. in the agenda packet.

Chairman Girgin opened the public hearing for consideration of the Old Town Belton Overlay District boundaries at 7:03 p.m. As there was no public input, Chairman Girgin closed the public hearing at 7:03 p.m.

Councilman Von Behren moved to recommend approval of the proposed Old Town Belton Overlay District boundaries. The motion was seconded by Commissioner Fletcher. When a vote was taken, the

following was recorded: Ayes: 6 – Chairman Girgin, Councilman Von Behren, Commissioners McDonough, Fletcher, Chancellor, and Thompson. Noes: none. Absent: 3 – Mayor Pro Tem Lathrop, Commissioners Davila and Van Eaton. The motion carried.

CAPITAL IMPROVEMENTS PROGRAM (CIP) AMENDMENT

It was reported by Mr. Leipzig that there is an opportunity to get state funding through a Surface Transportation Project (STP) application to fund improvements to 155th Street. Although improvements to 155th Street are part of the City's CIP, the improvements were originally scheduled for implementation in 2018. With this amendment, the project will be moved up to 2015/2016. Mr. Leipzig listed the funding sources for the improvements, referring Commissioners to a memo from the Public Works, Engineering Division and map of the project area (attached) in the agenda packet. He explained the 155th Street improvements will be a \$20,000,000 project with Belton / Grandview paying 20% and STP paying 80%, making Belton's share approximately \$2,000,000.

Mr. Leipzig related an approximate timeline for the 71 Highway conversion to I-49. Questions were asked about the number of lanes planned for 155th Street from North Scott to the east frontage road. A traffic study will be conducted before the number of lanes is finalized according to Mr. Leipzig. He indicated that if the amendment is approved, the project will move into the funding sequence for the CIP, which will allow the easement acquisition process to begin. Councilman Von Behren moved to recommend approval of the CIP amendment adding the 155th Street Widening Project from the East Frontage Road to Kentucky Road. Commissioner Fletcher seconded the motion. When a vote was taken, the following was recorded: Ayes: 6 – Chairman Girgin, Councilman Von Behren, Commissioners McDonough, Fletcher, Chancellor, and Thompson. Noes: none. Absent: 3 – Mayor Pro Tem Lathrop, Commissioners Davila and Van Eaton. The motion carried.

DIRECTOR'S REPORT

Announcements made by Mr. Leipzig in the Director's Report included:

- There might not be a Commission meeting on Monday, June 18, 2012.
- There will be a review of a revised site plan for Menard's in July.
- Staff met with a developer who is in the planning stage of a development in the area of 163rd Street and 58 Highway.

Mr. Leipzig gave an explanation of the reason for the change to the Menard's site plan, which had to do with the location of the floodplain. He also reported on the two phases of improvements to Mullen Road in the area of Menard's to 58 Highway. Questions were asked about whether a lake, to be used as a regional detention site, will be included in the design for the Mullen Road area.

There was discussion about the Memorial Park improvements and if they are still working on the park improvements. It was stated that the park appears to be abandoned and overgrown with weeds. Mr. Leipzig will get an update on the status of the Memorial Park improvements.

It was reported there is a MoDOT sign remaining on 163rd Street which was put up during the Y Highway / 71 Highway Interchange improvements. There is also an AT&T telephone cabinet laying on the ground on 163rd Street. Mr. Leipzig stated he would look into these reported items.

ADJOURNMENT

Councilman Von Behren moved to adjourn the meeting. Commissioner Thompson seconded the motion. All members present voted in favor, and the meeting adjourned at 7:23 p.m.

Ann Keeton
Community Development Secretary

ATTACHMENTS



**CITY OF BELTON – PUBLIC WORKS DEPARTMENT
MEMORANDUM**

Date: June 4, 2012
To: Planning Commission – City of Belton
From: Public Works, Engineering Division
Subject: CIP Amendment – 155th Street Widening Project

155th Street runs west to east from the Centerpoint development at the former Richards Gebaur Airport to Ward Road in Lee's Summit. With the Missouri Department of Transportation converting 71 Highway to Interstate 49 and potential development, 155th Street is projected to have large increases in traffic in the coming years and is a natural route for traffic to access 71 Highway. Widening of the 155th Street corridor has been a need for some time but securing funding for this need has been a challenge. The roadway is the dividing line for several entities with maintenance responsibilities split accordingly.

The overall vision for 155th Street from Kensington to Kentucky is to widen the roadway with turn lanes that provides serviceability for bicycles and pedestrians and accessibility to Interstate 49. 155th Street from Kensington to Kentucky can be split into three pieces as shown on the attached depiction and described as follows:

Kensington to North Scott

Partners for this piece involve the Port Authority of Kansas City, City of Kansas City, and the City of Belton. As part of the Adesa Development Agreement with the Port Authority of Kansas City, Adesa has agreed to pay construction fees for ½ of a major arterial divided roadway with turn lanes as needed. As part of the Adesa Development Agreement with the City of Belton, Adesa has agreed to install traffic signals at 155th and North Scott and the west off ramp from 71 Highway. All three partners believe the vision for this section should be a three lane section with turn lanes as needed. The Port Authority of Kansas City is working with the KCMO to secure design funding for this section of roadway. The plan is to utilize available Adesa funding from agreements with Belton and the Port Authority to pay for construction of the proposed three-lane roadway.

North Scott to the East Frontage (Outer) Road

The Missouri Department of Transportation (MoDOT) currently has funds to replace the bridge over 71 Highway. MoDOT is working on a 2015/2016 Surface Transportation Project (STP) application through the Mid America Regional Council application to add lanes to the bridge and ramps to reduce congestion at the interchange. MoDOT is hoping to combine current funds with STP funds to improve the overall functionality of the interchange.

East Frontage (Outer) Road to Kentucky

Partners for this piece involve the Cities of Belton and Grandview. Belton and Grandview are working together to complete a STP application to fund 80% of the funding for this project. Remaining costs would be split equally between Belton and Grandview. Belton and Grandview



CAPITAL IMPROVEMENTS PROGRAM

PROJECT TITLE: 155th Street Widening Construction Project

PROJECT TYPE: Transportation - New Roadway

DEPARTMENT: Public Works - Street Division

DESCRIPTION:

This project involves the widening of 155th Street from the East Frontage (Outer) Road of 71 Highway to Kentucky Road. Project will include accommodations for pedestrians and bicyclists.



JUSTIFICATION:

155th Street runs west to east from the Centerpoint development at the former Richards Gebaur Airport to Ward Road in Lee's Summit. With the Missouri Department of Transportation converting 71 Highway to Interstate 49 and potential development, 155th Street is projected to have large increases in traffic in the coming years and is a natural route for traffic to access 71 Highway. Belton is working with Grandview to secure Surface Transportation Funding (STP) through the Mid-America Regional Council. STP funds would pay for 80% of the project with the remaining costs to be split between Belton and Grandview.

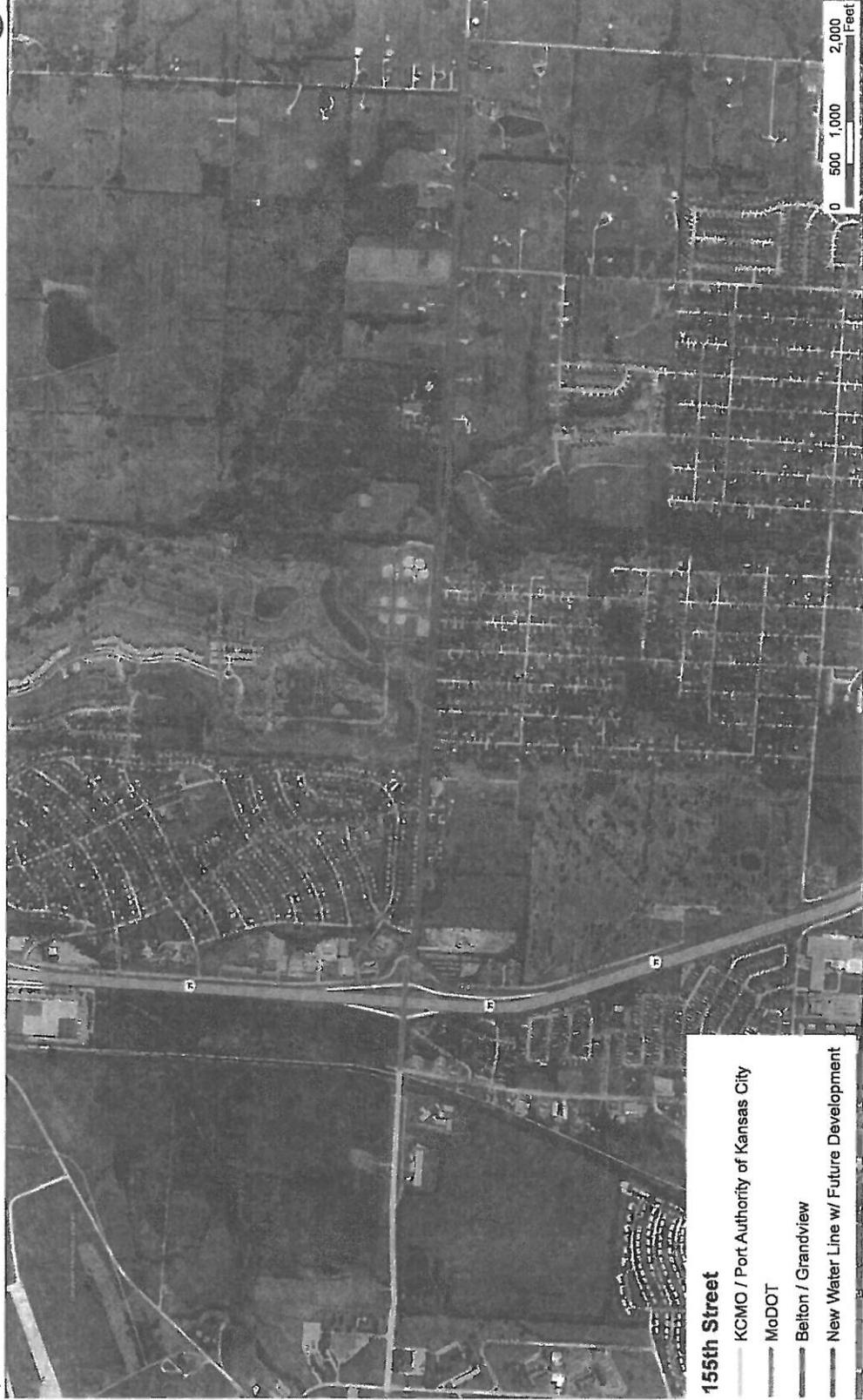
Projected Five-Year Cost Schedule

Breakdown	Prior	2013	2014	2015	2016	2017	Beyond	Total
Land	\$0	\$0	\$0	\$339,798	\$0	\$0	\$0	\$339,798
Design	\$0	\$0	\$0	\$1,317,236	\$980,933	\$701,361	\$0	\$2,999,530
Construction	\$0	\$0	\$0	\$0	\$6,362,765	\$6,362,765	\$0	\$12,725,530
Utility	\$0	\$0	\$0	\$305,430	\$0	\$0	\$0	\$305,430
General Conditions Cont. (Legal)	\$0	\$0	\$0	\$555,884	\$555,884	\$555,884	\$0	\$1,667,652
Contingency	\$0	\$0	\$0	\$791,692	\$791,692	\$791,692	\$0	\$2,375,076
Total	\$0	\$0	\$0	\$3,310,040	\$8,691,274	\$8,411,702	\$0	\$20,413,015
Op Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cost Savings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Projected Five-Year Funding Schedule

Source	Prior	2013	2014	2015	2016	2017	Beyond	Total
Capital Improvements Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transportation Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Wastewater Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Unidentified (City Responsibility - Split between Belton & Grandview)	\$0	\$0	\$0	\$662,008	\$1,738,255	\$1,682,340	\$0	\$4,082,603
Potential TIF/TDD/CID/NID	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MoDOT	\$0	\$0	\$0	\$2,648,032	\$6,953,019	\$6,729,361	\$0	\$16,330,412
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$3,310,040	\$8,691,274	\$8,411,702	\$0	\$20,413,015

155th Street Improvements by Funding Source



155th Street

- KCMO / Port Authority of Kansas City
- MoDOT
- Belton / Grandview
- New Water Line w/ Future Development

ELECTRONIC SIGN

1010 E. NORTH



**PLANNING COMMISSION REGULAR MEETING
CITY HALL ANNEX, CITY COUNCIL ROOM
520 MAIN STREET
MONDAY, JULY 16, 2012 – 7:00 P.M.**

STAFF: Robert G. Cooper, City Planner

CASE #SUP12-17

Request: Midwest Sign Company, on behalf of Jiffy Lube, has requested a Special Use Permit, to allow a digital reader board, which will be included as part of their newly proposed monument sign.

Location: Located at the northwest corner of 58-Highway and Town Centre Drive, immediately east of the Applebee's restaurant. The street address is 1010 E. North Avenue.

Legal Description: Town Centre Addition #2, Lot 5

Owner / Applicant: Belton Associates, LLC / Midwest Sign Company

Size of Site: 0.61-acres

Existing Zoning / Land Use: C-2 / Commercial/Retail Stores

Proposed Use: Commercial/Retail

Surrounding Zoning / Land Use:

North: C-2 / General Commercial

East: C-2 / General Commercial

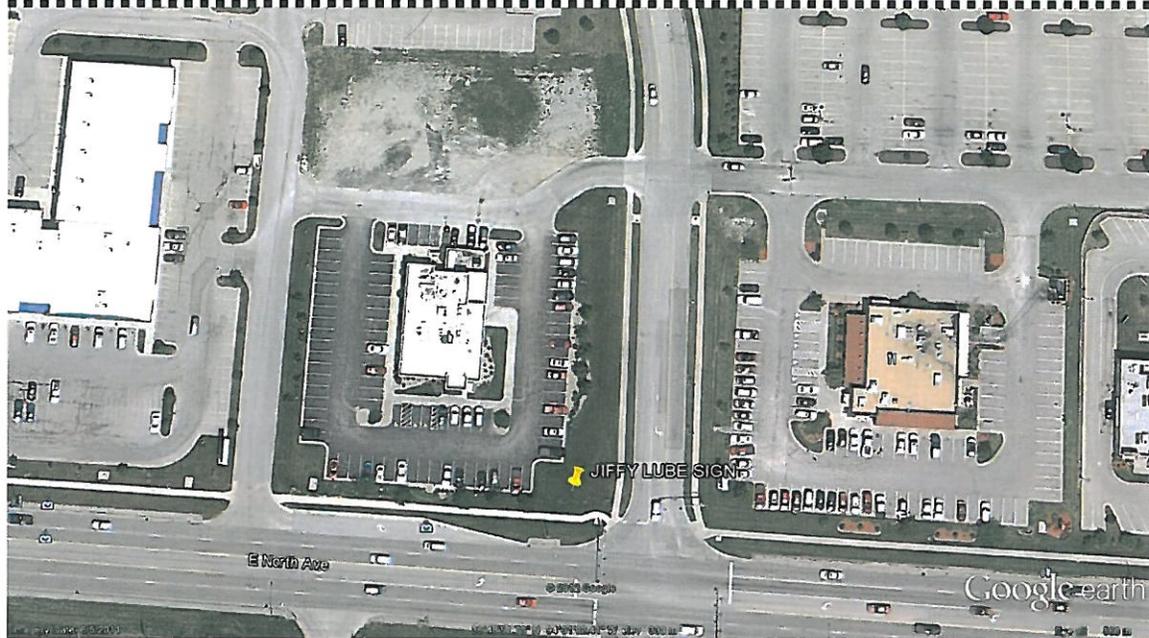
South: C-2 / General Commercial

West: C-2 / General Commercial

Comprehensive Plan: Commercial / Retail Stores

Nature of Current Request

The developer of the Belton Town Centre has retained the services of Midwest Sign Company, on behalf of Jiffy Lube, in their effort to construct a monument sign with a digital reader board built into the monument sign structure. The 5'-7" x 1'-4" digital display will have red-face internally illuminated channel lettering installed into the monument sign structure.



CODE CITATION

Pursuant to Section 30-9 of the Unified Development Code, 'Electronic Message Center signs are permitted subject to review by special use permit.

1. Electronic message center signs are not allowed as part of a temporary sign;
2. Any portion of the message or image must have a minimum duration on screen of eight (8) seconds. An exception to this requirement is made for a sign that displays time and temperature;
3. The change from one message to the next shall not take more than one (1) second and shall not involve flashing or movement of text or image;
4. In case of malfunction, the sign shall be defaulted to a blank screen;
5. Prior to the issuance of a sign permit, the applicant shall provide written certification from the sign manufacturer that the light intensity has been factory pre-set not to exceed 7,000 NITS during daylight hours and 2,500 NITS between dusk and dawn and that the intensity level is protected from end-user manipulation.; and
6. The sign shall not display light of such intensity or brilliance to cause glare or otherwise impair the vision of the driver, or result in a nuisance to the driver.

HISTORY

Belton Associates, LLC, is the owner developer which has developed the Belton Town Centre retail shopping center. The proposed Jiffy Lube site will be considered an infill project for this Lot 5, which has remained undeveloped since 2004. It is the only platted Lot within this commercial development that has remained undeveloped...primarily due to the restrictive size.

STAFF REPORT

Welfare and Convenience of the Public

Permitting an electronic message center sign could have a positive affect on the welfare and convenience of the general public if utilized within the limitations of the code.

Injury to Surrounding Property

The surrounding area is zoned for commercial development. No residential properties or residences will be directly impacted by this sign.

Domination of the Neighborhood

It appears, the proposed use will not add to the predominance of that particular use within the neighborhood. The future Jiffy Lube store and other commercial users in the area, all have wall and free-standing signs that are more visible than the proposed digital reader board sign.

Proposed Use will not detract or encroach upon welfare or convenience of the public

It appears the proposed use will not detract or encroach upon the welfare or convenience of the public. One mitigating factor is the size of the digital reader board, which at 8-square feet the sign will not be out of scale with the surrounding structures or signs in the vicinity.

STAFF RECOMMENDATION

Should the Planning Commission wish to approve Special Use Permit12-17, to allow a digital reader board on the Jiffy Lube monument sign at Belton Town Centre, located at 1010 E. North Avenue, the following condition(s) shall apply:

1. The applicant shall comply with all the requirements as outlined in Section 30-9 of the Unified Development Code.

PLANNING COMMISSION ALTERNATIVES

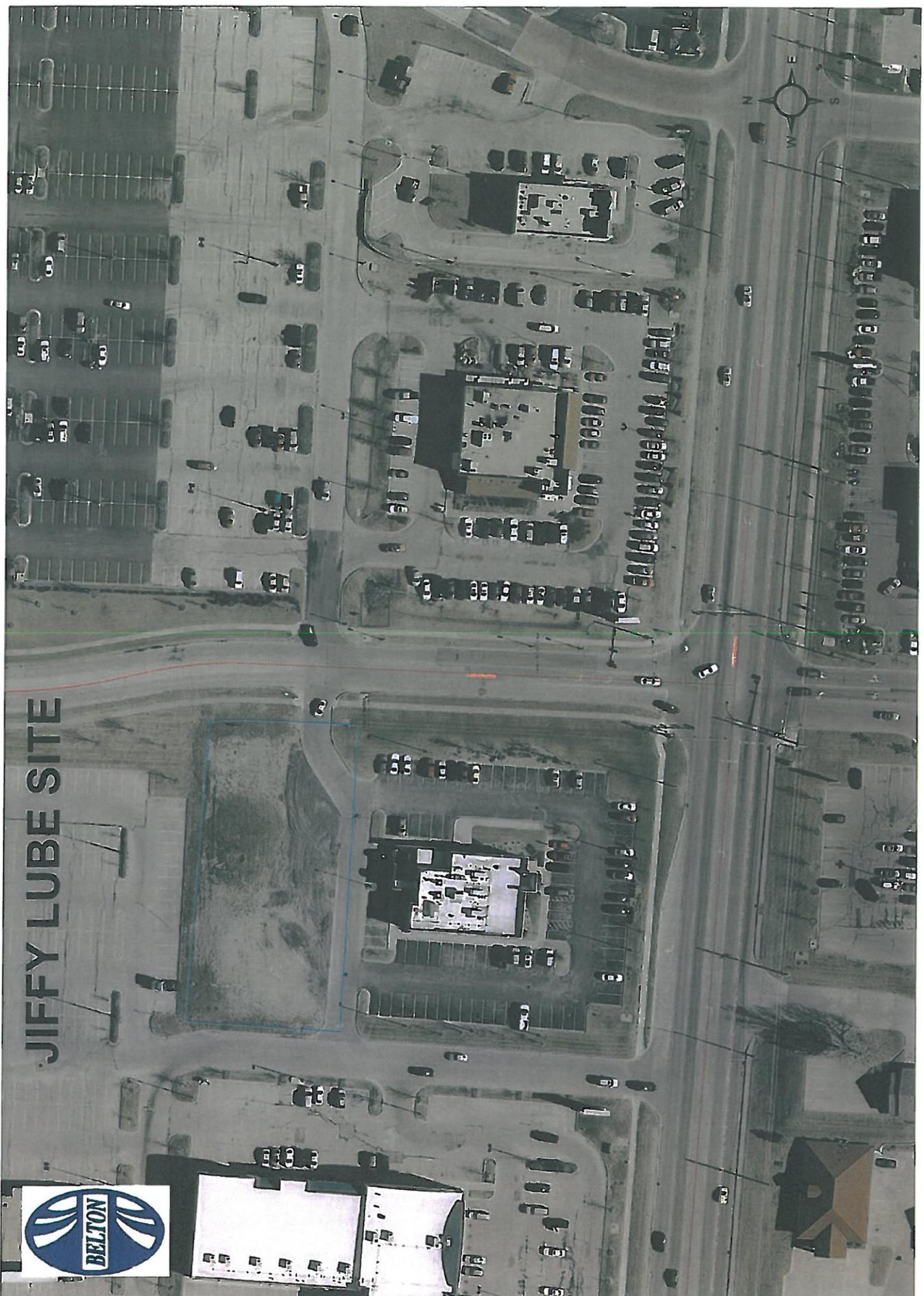
The Planning Commission has the following options available in the consideration of this application:

1. Approve the application as submitted upon finding that the requirements of Chapter 40, Special Use Permits, of the Unified Development Code have been satisfied.
2. Approve the application subject to specified conditions.

3. Table the application if additional information is needed, such as time of use or other related factors.
4. Deny the application if the required findings cannot be made or if the proposed use is found to be incompatible with the neighborhood.

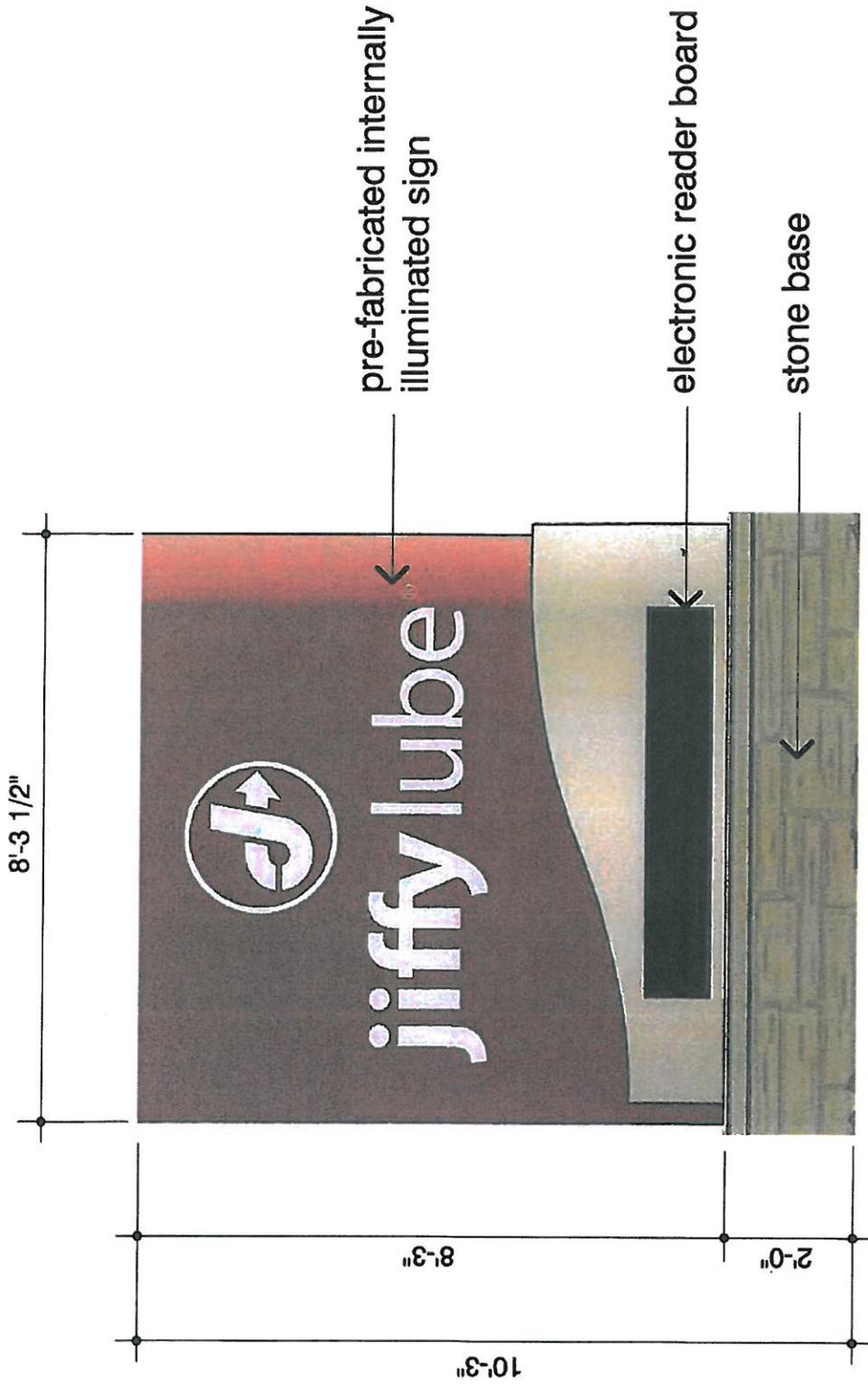
Attachments:

- 1) Site Plan
- 2) Sign Elevation
- 3) Plat



JIFFY LUBE SITE





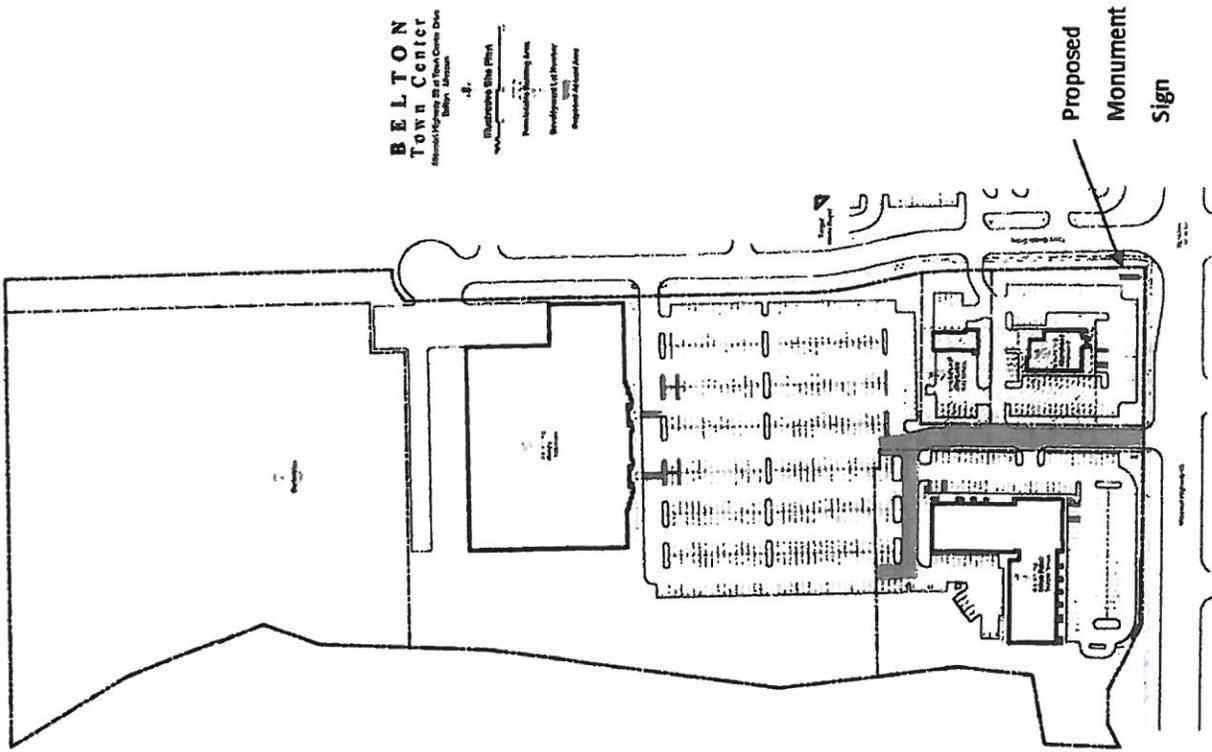
**proposed
Monument Sign**

Belton Town Center

Missouri Highway 58 at Town Center Drive

Belton . Missouri

RECEIVED JUN 13 2012



BELTON
Town Center
Belton, Missouri

4.
Elaborate Site Plan
Preliminary Building Plans
Development of Master
Proposed Monument Sign

Proposed
Monument
Sign

UDC AMENDMENTS

CHAPTER 36



COMMUNITY PLANNING & DEVELOPMENT
Jay C. Leipzig, AICP
Director

520 MAIN STREET
BELTON, MISSOURI 64012

TELEPHONE * (816) 331-4331
FAX * (816) 322-6973

E-MAIL * jleipzig@belton.org
WEBSITE * www.belton.org

TO: Belton Planning Commission Members

FROM: Jay Leipzig- Director

DATE: July 10, 2012

RE: Proposed Text Amendments to the Unified Development Code in Chapter 36.

Attached is a Memorandum developed by the Engineering Division of the Public Works Department that provides an overview of the proposed text amendments to Chapter 36 – the Subdivision Regulations in the Unified Development Code. The proposed changes provide clarification language to maintenance responsibilities of storm water detention facilities and allow alternate suppliers on sanitary and storm sewer rings and covers.

During the Planning Commission on July 16, 2012, there will be a Public Hearing on this item as required by Code to solicit public comment on the proposed changes. In addition, the Engineering Division will provide a brief presentation that will highlight the proposed changes.

Please contact the Engineering Division if you have any additional questions on these items.

Cc: Ben McCabe- City Engineer
Zach Matteo- Assistant City Engineer
Robert Cooper- City Planner
Jeff Fisher- Public Works Director



**CITY OF BELTON – PUBLIC WORKS
MEMORANDUM**

Date: June 29, 2012
To: Jay Leipzig
From: Zach Matteo
Department: Public Works
Subject: Change of Language in Unified Development Code

This memo is to detail the Engineering Division's proposed revisions to language in the City's Unified Development Code. These include revisions to UDC Chapter 36 – Section 70 regarding maintenance responsibilities, and Chapter 36 – Section 72 regarding storm sewer and sanitary sewer rings and covers.

Chapter 36 – Section 70

The Engineering Division proposes to revise language in Section 36-70.b.3 concerning maintenance responsibilities related to the stormwater runoff plan in Subdivision design. This section states:

- a. Normal maintenance such as regular mowing and debris removal are the responsibility of the property owner, or the collective owners through the homeowner association or other agreements.
- b. Major maintenance such as sediment removal, outlet repair, and other major items shall be the responsibility of the city.

The proposed revised language for this item is:

- a. Stormwater facilities shall be maintained by the owner or other responsible party as outlined in a maintenance agreement approved by the city council at the time of final plat approval.
- b. Disposal of waste from maintenance of facilities shall be constructed in accordance with applicable federal, state and local laws and regulations.
- c. Records of installation and maintenance and repair shall be retained by the owner or other responsible party for the current five year period and shall be made available to the city public works department upon request.
- d. Any failure to maintain a stormwater facility in accordance with city requirements or to correct problems with a stormwater facility as required by the city after receipt of due notice shall be handled under the procedure for nuisances as outlined in the Belton City Code.

The proposed revised language is currently incorporated into Chapter 32 – Stormwater Management and Flood Protection. Therefore, this update will provide consistency in the UDC regarding maintenance of detention facilities.

Chapter 36 – Section 72

The Engineering Division proposes to revise language in Section 36-72.a.9 concerning approved manufacturers of rings and covers for sanitary sewers. This section states:

Ring and cover. The ring and cover shall be a Clay and Bailey 2008 casting and stamped “City of Belton – Sanitary Sewer.”

The proposed revised language for this item is:

Ring and cover. The ring and cover shall be a Clay and Bailey 2008 casting **or approved equal by the City Engineer**, and stamped “City of Belton – Sanitary Sewer.”

The Engineering Division proposes to revise language in Section 36-72.c.2 concerning approved manufacturers of rings and covers for storm sewers. This section states:

Ring and cover. The following approved list of castings shall be used: Neenah R-1736, Clay and Bailey 2008, or Deeter #1316 and shall be stamped "City of Belton - Storm Sewer."

The proposed revised language for this item is:

Ring and cover. The following approved list of castings shall be used: Neenah R-1736, Clay and Bailey 2008, or Deeter #1316, **or approved equal by the City Engineer**, and shall be stamped "City of Belton - Storm Sewer."

These updates will also allow contractors to receive submittals on storm sewer and sanitary sewer rings and covers and offer the City a cost reduction from competition between suppliers. As a sole sourced product under the current code, in the case of the sanitary sewer castings, contractors and developers have no choice but to purchase Clay and Bailey castings. Therefore, the City is obligated to accept a submittal from Clay and Bailey regardless of the prices of their competitors. Under the proposed revisions to these sections, the City Engineer will have the ability to evaluate alternative manufacturers of storm and sanitary castings based on quality, cost and interchangeability with existing infrastructure, and approve or deny a submittal from any manufacturer.

cc: Jeff Fisher, Public Works Director
Ben McCabe, City Engineer