



**AGENDA
CITY OF BELTON
PLANNING COMMISSION
MEETING AND PUBLIC HEARINGS
MONDAY, DECEMBER 3, 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 NOVEMBER 19, 2012 PLANNING COMMISSION MEETING

IV. PUBLIC HEARINGS

- A. Consideration of a zone change from M-1 (Light Manufacturing) to R-3A (Apartment Community Residential) for a 3.89-acre property located on the north side of Cunningham Industrial Parkway and south of North Cass Shopping Center.
- B. Consideration of a zone change from R-1 (Single-Family Residential) to C-2 (General Commercial) for a 1.73-acre property located south of Markey Road and east of Belton Avenue.
- C. Consideration of amendments to the Unified Development Code regarding Stormwater Pollution Prevention - Illicit Discharges.
- D. Consideration of amendments to the Unified Development Code regarding Residential – Manufactured Home Parks.

V. DISCUSSION

- A. Street naming policy / memorializing possibilities.

VI. DIRECTOR'S REPORT

Amendments to the UDC re: Stormwater Management and Flood Protection and Tree Topping

VII. NEXT MEETING DATE: December 17, 2012

VIII. ADJOURNMENT

MEETING MINUTES

NOVEMBER 19, 2012

**Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
November 20, 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 Scott Von Behren, Commissioners Sally Davila, Tim McDonough, Chris Christensen, 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: Commissioner Jeff Fletcher

MINUTES

Commissioner Davila moved to approve the meeting minutes of the November 5, 2012, Planning Commission meeting. The motion was seconded by Councilman Von Behren. All members present voted in favor, and the motion carried.

DISCUSSION – Amendment – Stormwater Pollution Prevention – Illicit Discharges

Mr. Matteo presented an overview of the proposed amendments to the Unified Development Code (UDC). He provided information about the proposed revisions to Chapter 32 of the UDC and reported the changes are due to the incorporation of an illicit discharge article to the city code as a requirement of the City's MS4 Permit. According to Mr. Matteo the MS4 permit is administered by the Department of Natural Resources (DNR) and the Environmental Protection Agency (EPA).

PUBLIC HEARING – Digital Billboard at 8009 E. 171st Street

Mr. Leipzig introduced Case #SUP 12-31 which was consideration of a Special Use Permit (SUP) to allow a digital billboard sign at 8009 E. 171st Street. He reported the proposed billboard is not consistent with the recently adopted ordinance and staff has concerns about this project including the size and location of the sign.

Mr. Cooper pointed out on an aerial photo the proposed location of the digital billboard sign. According to Mr. Cooper, staff approved the billboard sign structure at this location a "couple of months ago." He reported it is only the digital face of the sign that is being considered for a SUP. He provided information about the sign size / height and the setback distance from the property line. A history of the property and onsite building was given by Mr. Cooper. According to the applicant, the digital billboard will provide display time for public service announcements in the case of public emergencies, in addition to AMBER and SILVER alerts. Mr. Cooper listed the zoning districts surrounding the proposed sign and the

potential effect of the large billboard sign on area property owners. The intent of the recently adopted sign code regulating off-premise and billboard type signs was shared by Mr. Cooper.

Chairman Girgin opened the hearing at 7:15 p.m., to receive public input regarding an SUP to allow a digital billboard sign at 8009 E 171st Street. Jim Boeh, owner of Ad Trend, 14450 S 71 Highway, Kansas City, Missouri was present to speak in favor of the SUP application. According to Mr. Boeh, the billboard sign is already approved, and he indicated the proposed sign is smaller than what is allowed by code, to reduce the impact. He added that the billboard sign will meet city sign code requirements for electronic message center signs and he went over that data. A history of digital signage was presented by Mr. Boeh, and he referenced studies that have been conducted regarding their effect. It was reiterated there will be display time donated to the City and they would become a member of several alert networks.

Mr. Boeh was questioned about the source and accuracy of some of the study data provided by the applicant concerning the link between digital billboards and traffic accidents. He presented details about the benefits of the alert networks, and the business investment Ad Trend has made in the City of Belton. An explanation of the advantages of digital sign displays was given by Mr. Boeh. Mr. Leipzig pointed out the billboard in this location would not meet the current sign codes for billboards and he went over specific examples. He mentioned the sign application for a billboard was submitted before the new ordinance was adopted, and reviewed the options available to the Commission in consideration of the SUP application. As there was no further public input, Chairman Girgin closed the public hearing at 7:26 p.m. Commissioner McDonough moved to deny the Special Use Permit for a digital billboard sign at 8009 E. 171st Street. Commissioner Christensen seconded the motion. When a vote was taken, the following was recorded: Ayes: 7 – Chairman Girgin, Mayor Pro Tem Lathrop, Councilman Von Behren, Commissioners Davila, McDonough, Christensen, and Thompson. Noes: none. Absent: 1 – Commissioner Fletcher. The motion to deny carried.

DIRECTOR'S REPORT

Mr. Leipzig presented the director's report which included the following topics:

- Research is still being conducted on the amendments to the mobile home provisions.
- Items that will be on the December 3, 2012, Planning Commission agenda
- An update on the I-49 opening
- Pizza Hut delivery / carryout building permit application in Crossroads at Belton
- The withdrawal of the proposed Jack in the Box application
- Proposed rental property inspection program

Mr. Leipzig reported there is concern about the lack of building permits for single-family homes in the city. He indicated staff will pursue feedback and conduct additional research regarding the issue. Chairman Girgin asked about available data for home and lot sizes of the houses that are being built in neighboring cities, and to investigate whether those preferred sizes are available to builders in Belton. Mr. Leipzig responded that it appears building of the lower price homes has essentially stopped, while

home building in the upper price range is continuing. There was also discussion about the City building permit fees and whether they are competitive with other metropolitan cities and Mr. Leipzig reported staff has been looking into this. Potential ways to stimulate single-family home building were discussed.

There was additional discussion about the approved billboard location and if there is a way to prevent the construction of the large sign at that site. Mr. Leipzig reported that when the billboard sign was applied for, the sign code allowed billboards on federal and state highways, so the sign was approved and can be built on 58 Highway (171st Street). Staff reported about circumstances that led to the review and recent amendment approval to the sign code.

There was a brief conversation about a business that is placing tires and rims out by their business sign.

ADJOURNMENT

Councilman Von Behren moved to adjourn the meeting. Commissioner Davila seconded the motion. All members present voted in favor, and the meeting adjourned at 7:42 p.m.

Ann Keeton
Community Development Secretary

REZONE

M-1 TO R-3A

CUNNINGHAM INDUSTRIAL PARKWAY

**BELTON PLANNING COMMISSION
MONDAY, DECEMBER 3, 2012 – 7:00 P.M.
CITY HALL ANNEX BUILDING – 520 MAIN STREET**

**CHANGE IN ZONING CLASSIFICATION
M-1 (LIGHT MANUFACTURING) TO R-3A (APARTMENT COMMUNITY
RESIDENTIAL) DISTRICT**

.....
Robert G. Cooper, City Planner

CASE #RZ12-33

Consideration of a Zone Change from M-1 (Light Manufacturing) District to R-3A (Apartment Community Residential) District for a 3.89-acre tract of land, legally described as Dean-Co Development Park, Lot 1, Block 4, located on the north side of Cunningham Industrial Parkway, just south of the North Cass shopping center.

BACKGROUND

Lot 1, Block 4, is currently vacant. The 3.89-acre tract of land is currently owned by Dean-Co Farms, Inc., which also owns the adjoining 23-acres of land on Cunningham Industrial Parkway and on 173rd Street.

The applicant, Jim Moore, principal owner of ‘Housing Investment Partners II, LLC’, met with the City’s Development Review Committee and discussed the following; a zone change, low-income housing tax-credits, and their proposed use of the property as an age-restricted multi-family apartment complex. Their proposal would be to build a 9-million dollar, sixty unit, senior housing facility on a 3.89-acre tract of land.



PROJECT OVERVIEW

The proposed project will consist of sixty-units of age restricted housing. Thirty units consisting of one-bedroom, one-bath, and thirty units consisting of two-bedroom, two-bath. The project will have three-stories, with a clubhouse and public areas on each floor-level. There will be on-site trash corrals...fully enclosed, with ninety (90) on-site open parking spaces. There will be a double driveway approach into the facility from Cunningham Parkway. Some of the existing trees

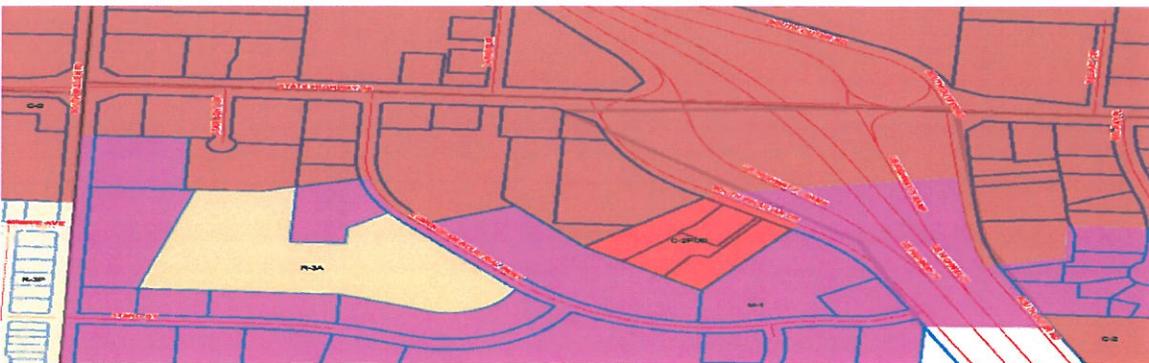
along the north side will remain in place with additional plantings provided in accordance with an approved landscape plan.

On August 20, 2012, the Planning Commission accepted the developers request for the City to provide a 'Letter of Consistency' with the future land use map, to the Missouri Housing Development Commission for their application for low-income housing tax credits. The developer has since purchased the property, hired a civil engineering firm and now wishes to rezone the property.



CURRENT ZONING

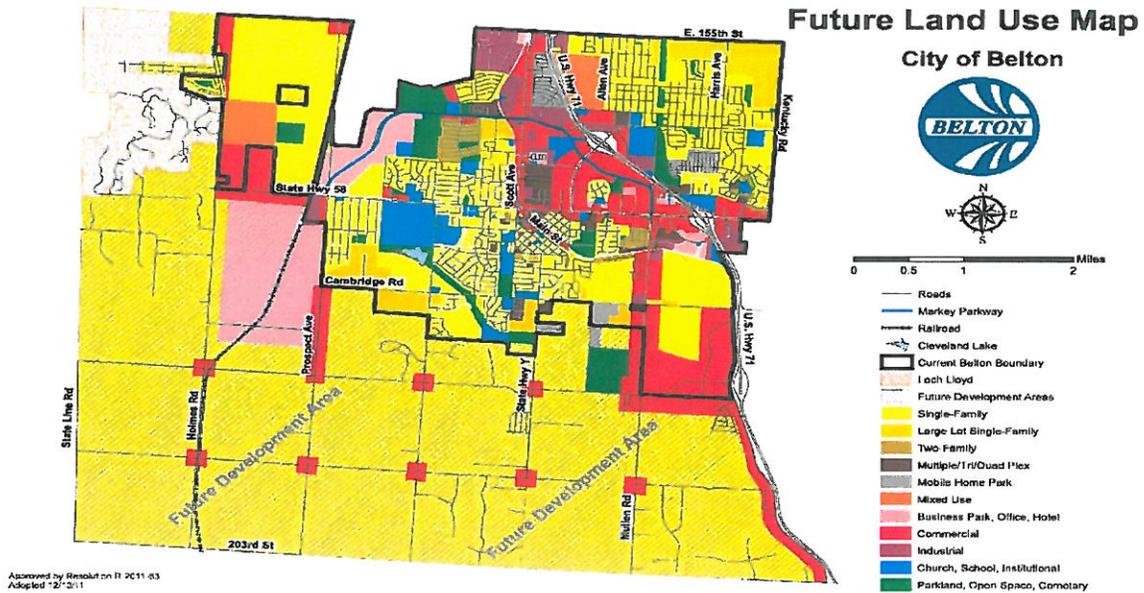
Included in the packet is a copy of the city's zoning map which shows this area zoned as M-1 (Light Manufacturing). This area is predominately manufacturing and commercial zoning with the exception of an R-3A zoning for a multi-building apartment complex (Lakewood Terrace) adjacent to the proposed site. The North Cass shopping center will border the proposed site to the north. The eastern extension of Cunningham Industrial Parkway consists of large undeveloped tracts of land which are all zoned light manufacturing. Lakewood Terrace apartments, which are located directly opposite of the proposed site is zoned R-3A, and is the exception. It was constructed in 2002, consisting of eight (8) separate apartment buildings with on-site amenities. The majority of the area has remained undeveloped since the construction of Lakewood Terrace with the exception of Rock Brook Church, which is actually located on 173rd Street, just south of the apartments.



Area zoning map

REVIEW

Comprehensive Plan. The City's Future Land-Use Map designates this area as business-park, office, and hotel – type uses. The rezoning to residential would not be consistent with the City's Future Land Use Map and future plans for this area of the city.



COMPATIBILITY: The proposed land use as R-3A would allow the following uses By-Right:

1. Single-Family Dwellings;
2. Two-Family Dwellings;
3. Multi-Family Dwellings;
4. Apartment Communities;
5. Cluster Housing;
6. Religious Assembly;
7. School;
8. Foster Home;
9. Accessory Parking;

These additional uses would be allowed in an R-3A zoning district with an approved Special or Conditional Use Permit:

1. Manufactured Homes;
2. Assisted Living Facility;
3. Halfway House;
4. Nursing Care Facility;
5. Residential Care Facility;
6. Daycare Center or Home;
7. Funeral & Interment Services;
8. Group Living;
9. Wireless Communication Facilities (Cell Towers);
10. Library;
11. Government Building;
12. Public Assembly;

13. Public Safety;
14. Entertainment / Sports;
15. Home Occupation

All these potential uses would be less intrusive than any type of future commercial use; e.g. retail, restaurants, and entertainment.

ENVIRONMENTAL: The rezoning of the property to high density residential as proposed would appear to create lesser environmental impacts than what would typically be found with a C-2 or M-1 zoning district.

PREDOMINANCE: The area is largely undeveloped. Existing zoning classification would be considered a driving force with Lakewood Terrace providing the exception.

STAFF RECOMMENDATION

Approve a recommendation to accept a change in zoning classification from M-1 (Light Industrial) to R-3A (Apartment Community Residential) with the following condition(s):

1. The developer shall receive approval from the Missouri Housing Development Commission for low-income housing tax credits prior to City Council review and acceptance.

PLANNING COMMISSION ACTION

1. Motion to **approve** a Zone Change from M-1 (Light Manufacturing) District to R-3A (Apartment Community Residential) District, for a 3.89-acre tract of land, which is described as Dean-Co Development Park, Lot 1, Block 4, located on the north side of Cunningham Industrial Parkway, just south of North Cass shopping center.
2. Motion to **deny** a Zone Change from M-1 (Light Manufacturing) to R-3A (Apartment Community Residential) District, for a 3.89-acre tract of land, which is described as Dean-Co Development Park, Lot 1, Block 4, located on the north side of Cunningham Industrial Parkway, just south of North Cass shopping center.
3. Motion to **continue** the case pending additional information.

ATTACHMENTS

1. Site Plan
2. Front Elevation
3. Unit Data Sheet



1 PRELIMINARY SITE PLAN
09/13/2013

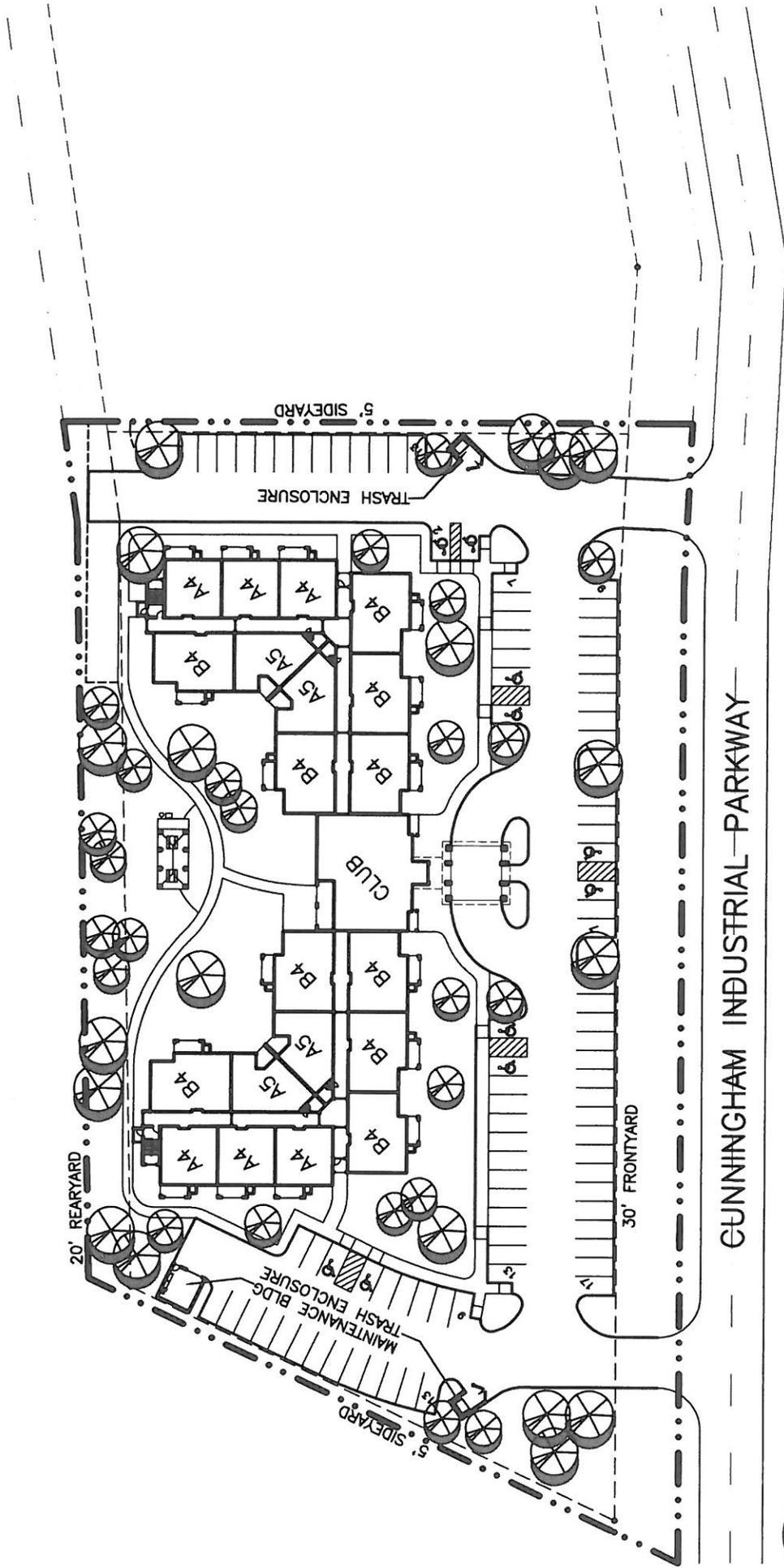
Estates on Cunningham

a Senior Community in Belton Missouri



Prater Associates, Inc.
1712 S. Main Street, #4
Springfield, MO 65804

Zimmerman
Investments
L.L.C.
1712 S. Main Street, #4
Springfield, MO 65804




1 PRELIMINARY SITE PLAN
 08/13/2012

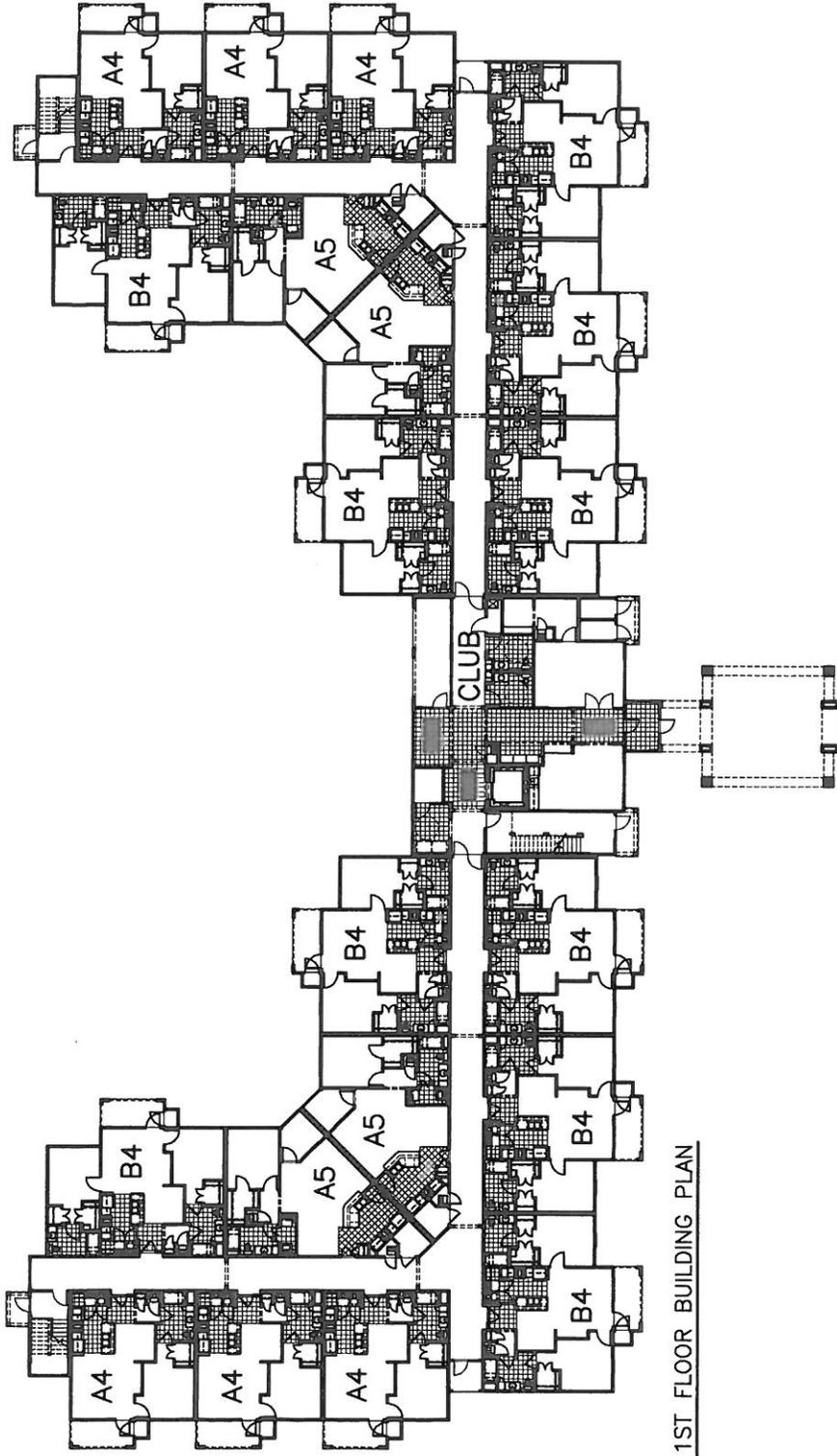
Estates on Cunningham

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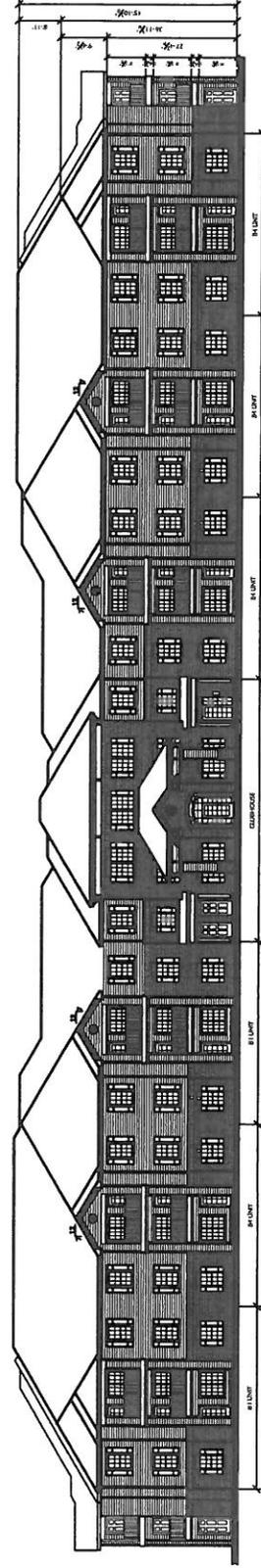


Parker Associates
 2321 E. Hwy 71, Suite 300
 Springfield, MO 65808

Zimmerman
 Investments
 L.L.C.
 1730 E. Republic Rd.
 P.O. Box 3737
 Springfield, MO 65808



1 1ST FLOOR BUILDING PLAN



2 FRONT ELEVATION

Estates on Cunningham

a Senior Community in Belton Missouri

Zimmerman
Investments
L.L.C.
1700 E. Reynolds Rd.
Springfield, MO 65809



A Senior Community in Belton, Missouri
Unit Mix and Parking Data

UNIT	UNIT TYPE	NUMBER OF UNITS	UNIT NET S.F.	UNIT BALCONY S.F.	ADDITIONAL UNIT STORAGE S.F.	TOTAL NET S.F.	TOTAL GROSS S.F.
A4 UNIT	ONE BED, ONE BATH	18 UNITS	751 S.F.	84 S.F.	12 S.F.	13,518 S.F.	15,246 S.F.
A5 UNIT	ONE BED, ONE BATH	12 UNITS	823 S.F.	69 S.F.	45 S.F.	9,876 S.F.	11,244 S.F.
B4 UNIT	TWO BED, TWO BATH	30 UNITS	1,023 S.F.	84 S.F.	12 S.F.	30,690 S.F.	33,570 S.F.
UNIT TOTALS		60 UNITS				54,084 S.F.	60,060 S.F.
1ST FLOOR CLUBHOUSE							
2ND FLOOR CLUBHOUSE							
3RD FLOOR CLUBHOUSE							
CLUBHOUSE TOTALS							
1ST FLOOR NORTH WING COMMON AREA							
2ND FLOOR NORTH WING COMMON AREA							
3RD FLOOR NORTH WING COMMON AREA							
1ST FLOOR SOUTH WING COMMON AREA							
2ND FLOOR SOUTH WING COMMON AREA							
3RD FLOOR SOUTH WING COMMON AREA							
COMMON AREA TOTALS							
PROJECT AREA TOTAL							
OPEN PARKING REQUIRED (1.5 SPACES PER UNIT)							
OPEN PARKING PROVIDED							
OPEN HC PARKING PROVIDED							
TOTAL PARKING PROVIDED							
+--9,318 S.F. +--9,478 S.F.							
+--70,283 S.F. +--77,807 S.F.							
90 SPACES							
80 SPACES							
10 SPACES							
90 SPACES							

NOTE: NET S.F. EQUALS ALL CONDITIONED S.F. AND GROSS S.F. INCLUDES ALL COVERED EXTERIOR S.F.

REZONE

R-1 TO C-2

MARKEY ROAD

**BELTON PLANNING COMMISSION
MONDAY, DECEMBER 3, 2012 – 7:00 P.M.
CITY HALL ANNEX BUILDING – 520 MAIN STREET**

**CHANGE IN ZONING CLASSIFICATION
R-1 (SINGLE-FAMILY RESIDENTIAL) TO C-2 (GENERAL COMMERCIAL)
DISTRICT**

.....
Robert G. Cooper, City Planner

CASE #RZ12-35

Consideration of a Zone Change from R-1 (Single-Family Residential) District to C-2 (General Commercial) District for a 1.73-acre tract of land, legally described as Kingsland Addition, Tract B, Lot 17, located on the south side of Markey Road, just east of Belton Avenue.

BACKGROUND

Tract B, Lot 17, is currently vacant. The 1.73-acre tract of land is currently owned by Jesse & Marilyn Helt, who also own the adjoining house and land located directly to the west, on the corner of Belton Avenue and Markey Road. The house was originally constructed in 1945 as a single-family dwelling and has been used as a single-family dwelling unit ever since.

The applicant, Curtiss Hutsell, owner of ‘One Source- Home Maintenance, LLC’, met with the City’s Development Review Committee to discuss a possible zone change and their proposed use of the property. Their proposal would be to build an 80’ x 100’ / 8,000-sq. ft. metal warehouse building to store their lawn and landscaping equipment, and supplies, with future plans to rent out a portion of the building.

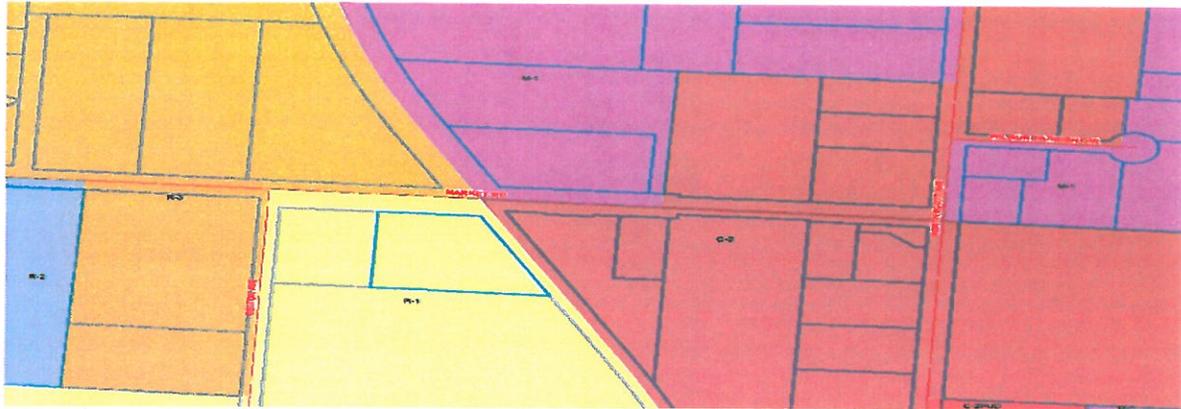


CURRENT ZONING

Included in the packet is a copy of the city’s zoning map which shows this area zoned as R-1 (Single-Family Residential). This area consists of a mixture of zoning classifications. The railroad tracks currently act as a demarcation between residential and commercial zoning. The zoning west of the tracks is predominately residential and east of the tracks is predominately commercial

zoning. The proposed site for rezoning lies west of the tracks. The demarcation line is very distinct...aerial photographs and visual observations confirm that all of the commercial type users are located east of the railroad tracks. The tracks serve as a 'zoning buffer' separating the residential dwellings from the commercial buildings and shops. The characteristics and predominate land use in the immediate area is residential ~~location~~.

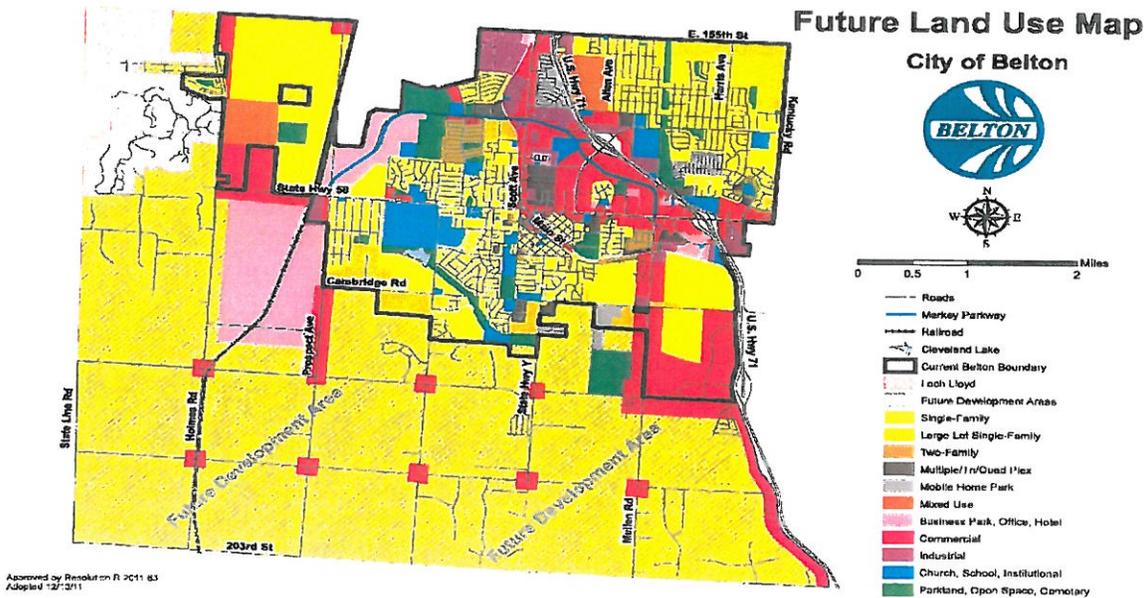
The area in question currently consists of one tract of land, less than two acres in size with frontage along Markey Road. There is a tree-line along the south, east and west property lines which serves as a natural buffer.



Area zoning map

REVIEW

Comprehensive Plan. The City's Future Land-Use Map designates this area as large lot single-family use with R-1 zoning. The rezoning to commercial would not be consistent with the City's Future Land Use Map and future plans for this area of the city.



Approved by Resolution R 2011 83
Adopted 12/3/11

COMPATIBILITY: The proposed land use as Commercial would allow the following uses By-Right:

1. Hospitals;
2. Social clubs or lodge;
3. Veterinary Services;
4. Art Gallery;
5. Banks;
6. Business support services;
7. Construction Sales and Service;
8. Restaurants;
9. Taverns;
10. Entertainment and Spectator Sports;
11. Funeral home;
12. Hotel / Motel;
13. Medical / Dental Clinic;
14. Office;
15. Personal and Consumer Services;
16. Retail Sales;
17. Sports and Recreation;
18. Commercial / Public Parking Garages.

These additional uses would be allowed in a C-2 zoning district with an approved Special Use Permit:

1. College or University;
2. Kennel;
3. Payday Loan store;
4. Consumer loan establishment;
5. Tattoo Parlor;
6. Daycare Center or home;
7. Crematory;
8. Motor Vehicle Sales;
9. Wireless Communication Facilities (Cell Towers).

All these potential uses would be more intrusive than any type of future residential use; e.g. single-family, duplex, or multi-family cluster housing.

ENVIRONMENTAL: The rezoning of the property to commercial as proposed would create an increase in environmental impacts than what would typically be found with an R-1 (Single-Family Residential) zoning district.

PREDOMINANCE: The area has Markey Meadows multi-family housing complex, Cimarron Trail duplex residential subdivision and the Eagles Crest duplex housing complex all within walking distance of the proposed zone change site. The city's northwest corridor also includes the Eagles Landing public golf course and Belton's Markey Park all along the Markey Road corridor between North Scott Avenue and Westover Road. It is also important to note, this area has been identified by the City as the future route of the Markey Parkway, with plans to extend eastward and loop around to connect with Markey Parkway and 163rd Street.

STAFF RECOMMENDATION

Engineering, Fire and Community Development staff do not support a recommendation to approve the zone change from R-1 (Single-Family Residential) to C-2 (General Commercial) District.

PLANNING COMMISSION ACTION

1. Motion to **approve** the Zone Change from R-1 (Single-Family Residential) District to C-2 (General Commercial) District, for a 1.73-acre tract of land, which is described as Kingsland Addition, Tract B, Lot 17, located on the south side of Markey Road, just east of Belton Avenue.
2. Motion to **deny** the Zone Change from R-1 (Single-Family Residential) to C-2 (General Commercial) District, for a 1.73-acre tract of land, which is described as Kingsland Addition, Tract B, Lot 17, located on the south side of Markey Road, just east of Belton Avenue.
3. Motion to **continue** the case pending additional information.

ATTACHMENTS

None

AMENDMENT

STORMWATER PREVENTION

ILLICIT DISCHARGES



**CITY OF BELTON – PUBLIC WORKS
MEMORANDUM**

Date: December 3, 2012

To: Jay Leipzig

From: Zach Matteo

Department: Public Works

Subject: Illicit Discharges – Text Amendments to Unified Development Code

This memo details the Engineering Division’s proposed revisions to language in the City’s Unified Development Code (UDC). These include revisions to UDC Chapter 32 - Section 1, Ch. 34 - Sec. 7, and Ch. 42 – Sec. 258.

All of these changes are related to the proposed addition of an Illicit Discharge article to the City Code. Incorporating an Illicit Discharge article is a requirement of the City’s municipal separate storm sewer system (MS4) Permit, which is administered by the Missouri Department of Natural Resources and the Environmental Protection Agency. The purpose of the Illicit Discharge article is to prevent the illicit discharge of non-stormwater pollutants from land and activities within the City into the MS4 and/or into surface waters.

The Illicit Discharge article proposed to be incorporated into the City Code is attached. The Illicit Discharge article and the changes to the UDC discussed in this memo will be presented at the City Council Work Session on December 4th and presented for final approval on December 11th.

Chapter 32 – Section 1. Stormwater Detention Requirements

The Engineering Division proposes to add language in Section 32-1.3.d.3.iii concerning the inspection of dry detention basins. This section states:

Routine or area inspections shall be based upon such reasonable selection processes as may be deemed necessary to carry out the objectives of this chapter, including but not limited to, random sampling and/or sampling in areas with evidence of stormwater pollution, illicit discharges, or similar factors.

The proposed addition is to add the following sentence to the end of this section:

Refer to Chapter 11, Article V of the City’s Code of Ordinances for details on illicit discharges and the enforcement of the prohibition of illicit discharges.

Chapter 34 – Section 7. Dumping Prohibited

The Engineering Division proposes to add language in Section 34-7 concerning dumping regulations. This section states:

- a. No person, firm or corporation shall dump or deposit or cause to be dumped or deposited any dirt, gravel, rubbish, leaves or other debris including, but not limited to, lumber, paper, trash, concrete or metal in any street, right-of-way, gutter, storm sewer, waterway or drainage way. Erosion of soil which flows onto any street, right-of-way, gutter, storm sewer, waterway or drainage way from property before or during construction shall be considered as depositing dirt, gravel or other construction debris.
- b. If upon inspection by the building inspector, director of public works or any of their designated representatives, it is determined that dirt, gravel, rubbish, leaves or other debris has been dumped or deposited in any street, right-of-way, gutter, storm sewer, waterway or drainage way in violation of the provisions of this section, he or she shall then notify the responsible permittee or permittees and give a four-hour period to make the affected area free and clear of said dirt, gravel or debris. If the city's representative cannot determine which permittee is responsible for cleaning the street's right-of-way, the developer of the land shall be given four hours' notice to make the affected area free of said dirt, gravel or debris. If within the four-hour period the said area is not clear, the director of public works or his or her designate may authorize the city to take necessary action to clean up the said area and assess all charges at an established hourly rate, but in no case will the charges be less than two hours for labor, materials and equipment.
- c. The director of public works shall provide a fee structure for charges to be assessed for cleanup required by this section. The permittee shall be given 30 days to make payment to the city for any costs incurred to make cleanup. In the event the permittee does not make payment within the 30 days, all costs, including administrative costs, will be assessed.

The proposed addition is to add the following paragraph to this section:

- d. This section does not include a comprehensive list of prohibited discharges to the City's storm sewer system. Refer to Chapter 11, Article V – Illicit Discharges of the City's Code of Ordinances for the comprehensive City Code regarding illicit discharges to the City's separated storm sewer system.

Chapter 42 – Section 258. Discharges to Combined Sewers, Storm Sewers, Natural Outlets

The Engineering Division proposes to revise Section 42-258 concerning discharges to combined sewers, storm sewers and natural outlets. This section is found in Chapter 42 – Water and Sewer, Article III – Sewers, Division 2 - Disposal Regulations. This section states:

Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers, or to a natural outlet approved by the city council or its duly authorized representative. Industrial cooling water or unpolluted process waters may be discharged, upon approval of the city council or its duly authorized representative, to a storm sewer, combined sewer or natural outlet.

The proposed revision is to delete the existing paragraph and add the following:

Sec. 42-258. - Discharges to combined sewers, storm sewers, natural outlets.

~~Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers, or to a natural outlet approved by the city council or its duly authorized representative. Industrial cooling water or unpolluted process waters may be discharged, upon approval of the city council or its duly authorized representative, to a storm sewer, combined sewer or natural outlet.~~

Refer to Chapter 11, Article V of the City's Code of Ordinances for details on illicit discharges and the enforcement of the prohibition of illicit discharges.

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

CHAPTER 11 – HEALTH AND SANITATION

ARTICLE V. - STORMWATER POLLUTION PREVENTION – ILLICIT DISCHARGES

Sections:

11-338	Title
11-339	Purpose and Findings
11-340	Abbreviations
11-341	Definitions
11-342	General Prohibition
11-343	Specific Prohibitions and Duties
11-344	Inspection and Detection Program
11-345	Release Reporting and Clean-up
11-346	Notice of Violation; Abatement by City; Enforcement; Designation of Officer; Right of Entry; Penalty
11-347	Severability

Sec. 11-338. Title. These regulations shall hereafter be known as Illicit Discharge Regulations.

Sec. 11-339. Purpose and Findings.

- (a) The purpose of this ordinance is to provide for the health, safety, and general welfare of the citizens of Belton, Missouri through the regulation of stormwater and non-stormwater discharges to the storm drainage system to the maximum extent possible.
- (b) The City Council of the City hereby finds that pollutants may discharge into surface waters, both through inappropriate non-stormwater discharges into the municipal separate storm sewer system (MS4) or the surface waters directly, and through the wash off and transport of pollutants found on the land and built surfaces by stormwater during rainfall events. Such discharge of pollutants may lead to increased risks of disease and harm to individuals, particularly children, who come into contact with the water; may degrade the quality of such water for human uses, such as drinking, irrigation, recreation, and industry; and may damage the natural ecosystems of rivers, streams, lakes and wetlands, leading to a decline in the diversity and abundance of plants and animals.
- (c) Further, the City Council of the City hereby finds that this ordinance will promote public awareness of the hazards involved in the improper discharge of trash, yard waste, lawn chemicals, pet waste, wastewater, oil, petroleum products, cleaning products, paint products, hazardous waste, sediment and other pollutants into the storm drainage system. Such discharges are inconsistent with the provisions and goals of the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES), and other federal and state requirements for water quality and environmental preservation.
- (d) Further, the City Council of the City hereby finds that a reasonable establishment of restrictions and regulations on activities within the City is necessary to eliminate or minimize such discharges of pollutants, to protect the health and safety of citizens, to preserve economic and ecological value of existing water resources within the City and within downstream communities, and to comply with the provisions of the City's responsibilities under the Clean Water Act and the NPDES program.

Sec. 11-340. Abbreviations. The following abbreviations when used in this Act shall have the designated meanings:

BMP	Best Management Practice
CFR	Code of Federal Regulations
EPA	Environmental Protection Agency
HHW	Household Hazardous Waste

MDNR	Missouri Department of Natural Resources
MS4	Municipal Separate Storm Sewer System
NPDES	National Pollutant Discharge Elimination System
PST	Petroleum Storage Tank

Sec. 11-341. Definitions. For the purposes of this Act, the following definitions shall apply:

Best management practices (BMPs) means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

City means the City of Belton.

Clean Water Act means the federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

Code means the Belton Municipal Code.

Director means the Director of Public Works or the Director's authorized representative.

Discharge means the addition or introduction, directly or indirectly, of any pollutant, stormwater, or any other substance into the MS4 or surface waters.

Domestic sewage means human excrement, gray water (from home clothes washing, bathing, showers, dishwashing, and food preparation), other wastewater from household drains, and waterborne waste normally discharged from the sanitary conveniences of dwellings (including apartment houses and hotels), office buildings, retail and commercial establishments, factories, and institutions, that is free from industrial waste.

Extremely hazardous substance means any substance listed in the appendices to 40 CFR Part 355, Emergency Planning and Notification.

Fertilizer means a substance or compound that contains a plant nutrient element in a form available to plants and is used primarily for its plant nutrient element content in promoting or stimulating growth of a plant or improving the quality of a crop, or a mixture of two or more fertilizers.

Hazardous household waste (HHW) means any material generated in a household (including single and multiple residences) by a consumer which, except for the exclusion provided in 40 CFR Section 261.4(b)(1), would be classified as a hazardous waste under 40 CFR Part 261

Hazardous substance means any substance listed in Table 302.4 of 40 CFR Part 302.

Hazardous waste means any substance identified or listed as a hazardous waste by the EPA pursuant to 40 CFR Part 261.

Illicit discharge means any discharge to the City's municipal separate storm sewer system (MS4) that is not composed entirely of stormwater, except discharges pursuant to a NPDES permit.

Industrial waste means any waterborne liquid or solid substance that result from any process of industry, manufacturing, mining, production, trade, or business.

Municipal separate storm sewer system (MS4) means the system of conveyances, (including roads with drainage systems, municipal streets, private streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) owned and operated by the City and designed or

used for collecting or conveying stormwater, and which is not used for collecting or conveying sewage.

NPDES means the national program for issuing, modifying, revoking and reissuing, terminating, monitoring and enforcing permits, and imposing and enforcing pretreatment requirements under Sections 307, 402, 318 and 405 of the federal Clean Water Act.

NPDES permit means for the purpose of this chapter, a permit issued by United States Environmental Protection Agency (EPA) or the state of Missouri that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

Oil means any kind of oil in any form, including but not limited to: petroleum, fuel oil, crude oil, synthetic oil, motor oil, bio-fuel, cooking oil, grease, sludge, oil refuse, and oil mixed with waste.

Person means any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns, including all federal, state, and local governmental entities.

Pesticide means a substance or mixture of substances intended to prevent, destroy, repel, or migrate any pest, or substances intended for use as a plant regulator, defoliant, or desiccant.

Petroleum Product means a product that is obtained from distilling and processing crude oil and that is capable of being used as a fuel or lubricant in a motor vehicle, boat or aircraft including motor oil, motor gasoline, gasohol, other alcohol blended fuels, aviation gasoline, kerosene, distillate fuel oil and #1 and #2 diesel fuel.

Pollutant means any substance or material which contaminates or adversely alters the physical, chemical or biological properties of the waters including changes in temperature, taste, odor, turbidity, or color of the water. Such substance or material may include but is not limited to, dredged spoil, spoil waste, incinerator residue, sewage, pet and livestock waste, garbage, sewage sludge, munitions, chemical waste, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, yard waste, hazardous household wastes, oil and petroleum products, used motor oil, anti-freeze, litter, pesticides, and industrial, municipal, and agricultural waste discharged into water.

Property Owner means the named property owner as indicated by the records of the Cass County, Missouri Records and Tax Administration.

Release means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the MS4 and/or surface waters.

Sanitary sewer means the system of pipes, conduits, and other conveyances which carry industrial waste and domestic sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, to a sewage treatment plant and to which stormwater, surface water, and groundwater are not intentionally admitted.

Septic tank waste means any domestic sewage from holding tanks such as vessels, chemical toilets, campers, trailers, and septic tanks.

Sewage means the domestic sewage and/or industrial waste that is discharged into the sanitary sewer system and passes through the sanitary sewer system to a sewage treatment plant for treatment.

State means the state of Missouri.

Stormwater means stormwater runoff, snow melt runoff, and surface runoff and drainage.

Surface waters means any body of water classified as "surface waters" by the state of Missouri, including streams, rivers, creeks, brooks, sloughs, draws, arroyos, canals, springs, seeps, cavern streams, alluvial aquifers associated with these surface waters, lakes, man-made reservoirs, oxbow lakes, ponds, and wetlands, as well as any other body of water classified by the federal government as a "water of the United States".

Waste means any garbage, refuse, sludge or other discarded material which is abandoned or committed to treatment, storage or disposal, including solid, liquid, semisolid or contained gaseous materials resulting from industrial, commercial mining, community and agricultural activities. Waste does not include solid or dissolved materials in domestic sewage or irrigation return flows or solid or dissolved materials or industrial discharges which are point sources subject to permits under the state of Missouri. The Federal definition of solid waste is found at 40 CFR 257.2.

Water quality standard means the law or regulation that consists of the beneficial designated use or uses of a water body, the numeric and narrative water quality criteria that are necessary to protect the use or uses of that particular water body, and an anti-degradation statement.

Sec. 11-342. General Prohibition.

- a. No person shall release or cause to be released into the MS4, or into any surface water within the City, any discharge that is not composed entirely of stormwater that is free of pollutants, except as allowed in Subsection b.
- b. Unless identified by the City or MDNR as a significant source of pollutants to surface water the following non-stormwater discharges are deemed acceptable and not a violation of this section:
 1. Water line flushing;
 2. Diverted stream flow;
 3. Rising groundwater;
 4. Groundwater infiltration to the storm system;
 5. Uncontaminated pumped groundwater;
 6. Contaminated groundwater if authorized by MDNR and approved by the City;
 7. Discharges from potable water sources;
 8. Foundation drains;
 9. Discharges from crawl space pumps;
 10. Air conditioning condensate;
 11. Landscape irrigation or lawn watering;
 12. Springs;
 13. Water from crawl space pumps;
 14. Footing drains;
 15. Individual residential car washing;
 16. Flows from riparian habitats and wetlands;
 17. De-chlorinated swimming pool discharges excluding filter backwash;
 18. Street wash waters (excluding street sweepings which have been removed from the street);
 19. Discharges or flows from emergency fire fighting activities;
 20. Heat pump discharge waters (residential only);
 21. Dye testing if written notification is provided to the director prior to the time of test
 22. Treated wastewater or other discharges meeting requirements of a NPDES permit; and
 23. Other discharges determined not to be a significant source of pollutants to waters of the state, a public health hazard or a nuisance.

- c. Discharges specified in writing by the Director or authorized representative or authorized representative as being necessary to protect public health and safety.
- d. Notwithstanding the provisions of Subsection b of this section, any discharge shall be prohibited by this section if the discharge in question has been determined by the Director or authorized representative to be a source of a pollutant to the MS4 or to surface waters, written notice of such determination has been provided to the property owner or person responsible for such discharge, and the discharge has occurred more than ten (10) days beyond such notice.

Sec. 11-343. Specific Prohibitions and Duties. The specific prohibitions and requirements in this section are not inclusive of all the discharges prohibited by the general prohibition in Section 17.07.040, but are provided to address specific discharges that are frequently found or are known to occur:

- a. No person shall release or allow to be released any of the following substances into the MS4:
 - 1. Any new or used, motor oil, antifreeze, petroleum product or waste;
 - 2. Any industrial waste;
 - 3. Any hazardous substance or hazardous waste, including household hazardous waste;
 - 4. Any domestic sewage or septic tank waste, grease trap or grease interceptor waste, holding tank waste, or grit trap waste;
 - 5. Any garbage, rubbish or other waste;
 - 6. Any new or used paints, including latex-based paints, oil-based paints, stains, varnish, and primers, as well as cleaning solvents and other associated products;
 - 7. Any yard wastes which have been moved or gathered by a person;
 - 8. Any ready-mixed concrete, mortar, ceramic, or asphalt base material or discharge resulting from the cleaning of vehicles or equipment containing or used in transporting or applying such material;
 - 9. Any other discharge that causes or contributes to causing the City to violate a state water quality standard, the City's NPDES stormwater permit, or any state-issued discharge permit for discharges from its MS4.
- b. No person shall introduce or cause to be introduced into the MS4 any harmful quantity of sediment, silt, earth, soil, or other material associated with clearing, grading, excavation or other construction activities in excess of what could be retained on site or captured by employing sediment and erosion control measures.
- c. No person shall connect a line conveying sanitary sewage, domestic or industrial, to the MS4. No property owner shall allow such a connection to continue in use on their property.
- d. No person shall use pesticides, herbicides and fertilizers except in accordance with manufacturer recommendations. Pesticides, herbicides and fertilizers shall be stored transported and disposed of in a manner to prevent release to the MS4.
- e. No person shall tamper with, destroy, vandalize, or render inoperable any BMPs which have been installed for the purpose of eliminating or minimizing pollutant discharges, nor shall any person fail to install or fail to properly maintain any BMPs which have been required by the City or by other local, state, or federal jurisdictions.

Sec. 11-344. Inspection and Detection Program. The Director or authorized representative is authorized to develop and implement a plan to actively detect and eliminate prohibited discharges and connections to the MS4 or surface waters within the City. Such plan may include, but is not limited to, periodic and random inspections of facilities and businesses, particularly those most associated with potentially prohibited discharges; visual surveys of exterior practices; inspection, sampling and analyses of discharges from outfalls of the MS4, particularly during dry weather periods; manhole and pipe

inspections to trace discharges through the system to point of origin; education on pollution prevention; and receipt of complaints and information from the public regarding known or suspected discharges.

Sec. 11-345. Release Reporting and Clean-up.

- a. Any person responsible for the release of any prohibited material that may flow, leach, enter, or otherwise be introduced into the MS4 or surface waters shall take all necessary steps to ensure the containment and clean-up of such release.
- b. In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services.
- c. In the event of a release of non-hazardous materials, said person shall notify the Director or authorized representative in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Director or authorized representative within three (3) business days of the phone notice.

Sec. 11-346. Enforcement; Designation of Officer Penalty

- a. Enforcement/Designation of Officer
 1. The Director or his or her appointed representative shall be designated as the public officer charged with the administration and enforcement of this Act. The public officer shall authorize the investigation of violations of the Act. If it is determined that a violation of this Act exists, then the officer shall declare such condition a nuisance and is authorized to pursue abatement and enforcement procedures as specified in Chapter 14, Article 1 of the Belton Municipal Code. (Ord. No. 2008-3454 § 1, 5-13-2008.)
- b. Penalty
 1. Penalties for the violation of this chapter shall be as specified in Section 14-2 of the Belton Municipal Code.

Sec. 11-347. Severability. If any section, subsection, paragraph, sentence, clause or phrase in this chapter or any part thereof is held to be unconstitutional, invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this chapter.

MANUFACTURED HOME PARKS



COMMUNITY PLANNING & DEVELOPMENT
Jay C. Leipzig, AICP
Director

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MEMORANDUM

TO: Belton Planning Commission Members

FROM: Jay C. Leipzig

DATE: November 28, 2012

RE: Proposed Changes to the Manufactured Home Provisions in the Unified Development Code.

Attached to this document are the proposed changes to the Manufactured Home Provisions within Chapter 40-4 of the Unified Development Code. As you are aware, staff has been reviewing these changes the last few weeks, and has provided these changes for review. The section to be replaced has been marked through with the new text as shown.

During the next Planning Commission meeting on December 3, 2012, there will be a public hearing on this item to solicit comments from the public as well as the Planning Commission. Most changes are minor in nature to reflect updated Ordinances or are consistent with other requirements in the Unified Development Code.

Following any comments by the public and the Planning Commission, this item will be placed on a future Work Session before the City Council.

Staff will be reviewing the proposed changes during the meeting on December 3, 2012 prior to the public hearing.

Note: The public hearing may be continued until December 17, 2012 if there are significant comments on this document.

Sec. 40-4. - Uses subject to conditions.

The following uses are allowed by right in certain zoning districts, provided additional criteria for approval are met.

(1)

Residential—Manufactured home parks communities.

a.

No manufactured home shall be located for occupancy or occupied unless on a designated space within a manufactured home park community approved in accordance with these regulations. ~~No manufactured home shall be located for occupancy or occupied in a manufactured home park unless approved prior to March 24, 1992.~~

b.

Manufactured home parks communities permitted under this regulation shall be approved only after the submission of a detailed site plan in accordance with the requirements contained herein. The site plan shall include the location of all streets within the park community, all open spaces and common areas, and each proposed manufactured home space lot. Each proposed space lot shall include the required parking and patio areas, and shall show the boundaries of each space in accordance with the area and setback requirements of these regulations.

c.

Hereafter, all manufactured home parks communities shall meet the following requirements:

1.

Minimum park community requirements.

(i)

Manufactured home park community locations shall conform to the city's comprehensive plan, as amended.

(ii)

Manufactured home parks communities shall be platted as one lot in accordance with local subdivision regulations.

(iii)

Manufactured home parks communities shall contain a minimum gross area of 15 acres, which may include

all private streets, parking spaces, manufactured home spaces and common areas within the park.

~~(iv)~~

~~The minimum width of a manufactured home park shall be 300 feet.~~

~~(v)~~ (iv)

Manufactured home communities and lots parks shall be located on a well-drained site, properly graded and maintained to ensure proper drainage and freedom from stagnant pools of water.

~~(vi)~~ (v)

Manufactured home parks communities shall be provided with at least two permanent entrances both of which shall be at least ~~40~~ 35 feet in width.

~~(vii)~~ (vi)

There shall not be more than seven manufactured homes per gross acre within a manufactured home park.

~~(viii)~~ (vii)

Manufactured home parks communities shall only be used for residential purposes, customary and incidental accessory uses common to residential districts, and service buildings as permitted in subsection (1)c.3(ix) of this section but not be used for commercial sale of manufactured homes, unless specifically authorized by valid occupational license.

2.

Minimum space requirements.

~~(i)~~

~~Individual manufactured home spaces within a park shall have a minimum area of 5,000 square feet each.~~

~~(ii)~~ (i)

Every manufactured home space shall have at least ~~35~~ 40 feet of frontage on a paved curbed and guttered street constructed to city street standards.

Turnaround streets (cul-de-sacs) shall have a minimum diameter of 80 feet.

~~(iii)~~ (ii)

No manufactured home shall be located closer than 20 feet from any property line bounding the manufactured home park community.

~~(iv)~~ (iii)

Minimum building setbacks shall be provided on each manufactured home space measured from the space boundaries as shown on the manufactured home park community site plan, as follows:

A.

Minimum front yard: 45 22 feet.

B.

Minimum rear yard: ten feet.

C.

Minimum side yard: ten feet for any one and 45 17 feet for the other.

~~(v)~~ (iv)

All manufactured homes shall front facing a street within the manufactured home park community. (The front of a manufactured home shall contain its narrowest width). Where topography or the configuration of the entire manufactured home park ~~make configuration of the entire manufactured home community makes~~ it appropriate, however, some manufactured home spaces may be arranged with the long side fronting the street. In addition, manufactured homes shall not be positioned vertically, stacked with one over the other, in whole or in part.

~~(vi)~~ (v)

Every manufactured home shall be placed on a solid concrete slab or on two four-foot-wide concrete runners ~~under the entire home, or at least as long as~~ 80 percent of the length of the manufactured home with a design strength adequate to support the structure as certified by a state-licensed engineer or be consistent with the rules of the Department of Economic Development- Chapter 124- Manufactured Home Tie-Down Systems. Each transportable section of a manufactured home shall be placed on such slab or runner.

~~(vii)~~ (vi)

Each manufactured home space shall be provided with two paved off-street parking spaces designed in accordance with the off-street parking requirements of these regulations.

~~(viii)~~ (vii)

Each manufactured home shall have a separate enclosed accessory structure of at least ~~100~~ 64 square feet with a height of at least five feet for storage located on a concrete slab where an on-space enclosed garage is not provided. The accessory structure may not exceed 8 feet tall, 6 feet wide, by 12 feet long. ~~All accessory~~ Accessory structures in the manufactured home park ~~community~~ shall be architecturally compatible ~~could be uniform in design~~ design and shall be maintained in good repair at all times.

~~(ix)~~ (viii)

Each manufactured home space shall be provided with landscaping to at least include two shade trees with a planted caliper of at least 1½ inches.

~~(x)~~ (ix)

Each manufactured home shall be provided with a weather-tight durable container with a tight fitting cover for refuse. The park community owner shall ensure that containers are emptied regularly at least weekly, and maintained in a usable sanitary condition. Refuse containers and trash shall not be stored in the open, on the grass or in the parking areas.

~~(xi)~~ (x)

Each manufactured home space shall be provided with an electrical source supplying at least 200 amps ~~20 volts~~ and natural gas, in accordance with city standards and construction codes.

~~(xii)~~ (xi)

Each manufactured home shall be entirely skirted within 30 days after placement in a park community by enclosing the open area under the unit with a ~~metal or synthetic~~ material that is compatible with the exterior finish of the manufactured home. In addition,

all hitches must be removed from the home within 30 days of installation.

~~(xiii)~~ (xii)

Each manufactured home space shall be provided with a paved patio area other than a parking space, of not less than 200 square feet. Each manufactured home space shall be provided with a minimum 6 feet by 8 feet front deck, or 3 feet by 5 feet rear deck.

~~(xiv)~~ (xiii)

All manufactured homes shall be blocked in accordance with manufacturer specifications or, if specifications are not available, a sealed report from a structural engineer licensed for such installations in the State of Missouri. ~~not more than a maximum of five feet center along the weight bearing beams of each manufactured home and this blocking shall provide eight inches by 16 inches bearing upon the concrete stand with 16 inch dimension at a 90-degree angle to the length of the beams.~~

~~(xv)~~ (xiv)

Tie-downs and ground anchors shall secure all manufactured homes to the ground in accordance with state ~~and~~ laws federal laws and manufacturers specifications. ~~and shall at least include anchors at each corner of the manufactured home and at the center of the length of the manufactured home frame.~~

~~(xvi)~~ (xv)

No manufactured home may be located in the 100-year floodplain.

3.

Required park community improvements.

(i)

A sidewalk of at least ~~30~~ 42 inches shall be constructed along ~~one~~ both sides of each street within the manufactured home park community, except on turn around (cul-de-sac) streets, in accordance with city construction standards.

(ii)

Sidewalks and streets shall be adequately lighted at night so to be consistent with the standards

established by the American Public Works Association for mobile home communities.

(iii)

A An underground storm shelter consistent with the International Code Council (ICC) 500 Standard shall be provided which is sufficient to accommodate two persons per manufactured home and shall be located throughout said park community so that no manufactured home is more than 600 660 feet away from an underground storm shelter. In addition, the storm shelter shall be architecturally compatible with surrounding structures.

(iv)

A minimum of 500 square feet of recreational or open space shall be provided per manufactured home space. Each recreational or open space shall contain a minimum of 5,000 square feet in area, and shall be fully developed when the community is 50 percent occupied. If the development of the tract is shown to be divided into phases on the approved plan, park or open space areas may also be phased if the amount of park land is equivalent to 500 square feet for each manufactured home space in each phase; if this park land is fully improved when the appropriate phase is 50 percent occupied; and if each park area is accessible via a paved road or sidewalk to all residents within the developed areas of the manufactured home park. All developed park or open space areas shall be maintained in a neat and usable manner with at least the improvements shown on the approved site plan.

(v)

All landscaped areas must be capable of preventing soil erosion and of eliminating objectionable dust. In addition, all private walkways, driveways, parking lots or public walkways must be maintained in good repair.

Exposed ground surfaces in all parts of every manufactured home park shall be paved, covered with stone screenings, or other solid materials, or

~~protected with a vegetative growth that is capable of preventing soil erosion and of eliminating objectionable dust.~~

(vi)

Every space ~~with a~~ within a manufactured home park community shall be provided with public sanitary sewer and public water service with all utility lines constructed in accordance with city approved plumbing, sanitary and other construction codes. Water and sewer lines under all streets shall be the same diameter and materials as required for public streets and shall loop or connect to each other as is practical. All utility lines, including electrical service, shall be placed underground.

(vii)

No manufactured home space shall be located further than 300 feet from a fire hydrant.

(viii)

Community buildings ~~or laundry facilities~~ may be provided within a manufactured home park community; ~~however, such service buildings may not occupy more than five percent of the area of the park.~~ Service buildings shall be located, designed, and only intended to serve the residents of the park community and shall present no visible evidence of their commercial character from any area outside the park community.

(ix)

Sanitary conditions within any manufactured home park community shall be consistent with the regulations of the state board of health, clean water commission, other state regulatory agencies and ordinances of the city.

(x)

All manufactured home parks communities and space shall be maintained in a neat and presentable manner consistent with the City of Belton International Property Maintenance Code. ~~All landscaping and park and space improvements required by this regulation shall be maintained.~~

(xi)

All manufactured home parks communities shall be surrounded by a ~~20~~ 10-foot-wide landscaped screen and/or a combination of a solid six to eight foot fence and a ~~ten foot wide landscaped~~ screen which shall be approved by the planning commission for its adequacy as a visual barrier. Such screen shall provide a combination of shade trees and shrubs to eventually provide a continuous 80 percent visual screen around the manufactured home park. No screen or fence/screen shall be required where topography or site line makes them unnecessary or where they serve no function. All required screening may be on manufactured home spaces.

(xii)

No manufactured home shall be parked or permitted to stand upon any public street, highway, road, alley or other such right-of-way for more than 24 hours unless approved by the city council for the purpose of temporarily supervising or policing a construction project.

4.

Nonconforming manufactured home parks communities.

When a manufactured home park community operating as a legal use prior to April 1, 1983, expands to an area not previously approved for manufactured home park community use, all new areas shall be designed, approved and improved in accordance with this section. Further, ~~as a condition of approval of any such addition, certain requirements of this section must be complied with in the existing nonconforming areas of the manufactured home park. Those requirements, which must be met in the existing areas as well, and the Code section in which they are located, are as follows:~~

ADDRESSING

STREET NAMING POLICY



**CITY OF BELTON
COMMUNITY DEVELOPMENT DEPARTMENT
INTERDEPARTMENTAL CORRESPONDENCE**

Date: December 3, 2012
To: Jay Leipzig, Community Planning Director
Planning Commission Members
From: Robert G. Cooper, City Planner
Cc:
Subject: General Street Naming / Memorial Street Names

SECTION 36-72

During the Planning Commission's last meeting on November 19th, there was some discussion concerning the readdressing of properties along 71-Highway, due to 71-Highway changing to Interstate-49. The fire marshal suggested the city keep the numeric grid system in place and just change the street name. For example, the new Transwest Facility is addressed 17327 S. 71-Highway, a change from S. Harmon Drive. The other example is Belton Regional Hospital, which is addressed as 17065 S. 71-Highway....and perhaps the change should be 17065 N. Mullen Road. These are just a couple of examples' the fire marshal identified at the last meeting and has listed at least a dozen sites that will need to be changed.

Also, during the last meeting, there was discussion concerning memorial street naming. The city currently does not have policy guidelines or a provision in the addressing ordinance. The general consensus from the meeting was that when the city chooses a memorial street name, it should be meaningful to the community as a whole, not just a select few.

Since Belton does not have a policy on Memorial Street Names, I suggest additional time be granted for research to determine what other cities are doing to regulate memorial street names in the form of ordinances and/or policy procedures.

Attached is a copy of our existing Addressing Policy and Procedure.

Addressing policy and procedure.

(1)

Scope.

a.

This policy/procedure should be used as a guideline for addressing new developments and whenever necessary, fill-in or empty lots.

b.

Every effort has been taken to accommodate the many different situations that the addressing official may encounter, however, situations may arise that cannot conform to these guidelines. The final determination will be made by the development review committee (DRC) with the input of the city engineer, city planner, building official and fire prevention bureau at a minimum.

(2)

General information.

a.

Component order shall be as follows:

1.

Address number (see subsection (e)(4) of this section).

2.

Directional prefix (if any).

3.

Street name (see subsection (e)(3) of this section).

4.

Street type (see subsection (e)(3) of this section).

5.

Unit/suite number or letter.

b.

Addresses should be assigned only one street type and street types should remain consistent throughout the entire street length.

(3)

Street names (preliminary plat).

a.

Timing. Street names shall be reviewed and changes made to proposed developments prior to acceptance of the preliminary plat.

b.

East-west streets.

1.

Reflective street signs, approved by the director of public works, will be provided and installed by the developer at all street intersections at the developer's expense.

2.

Streets that run primarily east-west should use the numeric grid commonly used throughout the city. Numbering of streets shall be based on the current pattern of eight streets per mile. Where additional street numbers are required, they should be named using the following street type sequence, from north to south.

(i)

Street.

- (ii) Terrace.
- (iii) Place.
- (iv) Court.

c.

North-south streets. Streets that run primarily north-south should be named streets. Streets in alignment with existing streets shall bear the name of the existing street. Spacing of north-south streets should be based on the current pattern of 16 streets per mile. Where additional street names are required, they should be named using the following sequence, from east to west.

1. Street.
2. Lane.
3. Place.
4. Court.

d.

Break-points. The name of a continuous street should change when a change in the street's orientation (from north-south to east-west) takes place. Street name changes should occur at an intersection whenever possible. When an intersection is not available, the break-point should occur at a point on the curve where the orientation changes from primarily north-south to east-west. Street signs should be used at each point where a street name changes.

e.

Cul-de-sacs. Cul-de-sacs with five or more lots along their length shall be given a name consistent with this policy. Situations may arise where, because of short cul-de-sac length, "eye-brows" are used, etc., this section may not be used effectively. The addressing official should use his or her best judgment in this circumstance and input from the development review committee should be obtained.

f.

Private drives. Private drives generally should not be named unless they provide access to two or more lots.

g.

Connector or arterial streets. Connector and arterial streets should be named in accordance with this policy. The following street types should be used for these streets (in no particular order):

1.
Drive.
2.
Boulevard.
3.
Highway.
4.
Parkway.

(4)

Address assignment (final plat).

a.

Timing. Once the final plat has been approved and acceptance of dedications is complete, lots will be addressed utilizing this procedure as a guideline.

b.

Numbering system.

1.

Addresses should be assigned with even numbers on the north and west sides of the street and odd numbers on the south and east sides.

2.

When curvilinear streets change direction for a short distance, or run diagonal, this standard shall be applied to the primary direction of the street.

3.

Numbers should get larger from west to east and from north to south. Belton legacy addresses should get larger going away from Scott Avenue and E. North Ave. respectively.

c.

Corner lots. Lots should be addressed based on the direction of the "front" or "face" of the building.

d.

Grid consistency.

1.

Streets should have a "hundred-block" designation based on their location within the grid. Addresses should be assigned so they are consistent with those designations.

2.

"Hundred block" designations should change every 330 feet on a east-west street and 660 feet on a north-south street based on the grid pattern established in subsections (e)(3)b.2 and (e)(3)c of this section.

e.

Avoiding duplicate numbering. Where two or more streets have the same street name, but different street types, the same address should not be used. Alternating numbering (16800, 16804, 16808 for one and 16802, 16806, 16810 for example) should be used.

f.

Commercial multi-tenant developments.

1.

"Strip centers" should be addressed in accordance with the applicable sections of this policy and using the assumption of 40 feet in width for each space. Each space should be assigned two addresses (in multiples of two) to allow for splits to be made while maintaining address consistency.

2.

Large retail/commercial developments should be addressed off of the predominant street adjacent to it. Addresses should begin at the lots nearest the predominant street and get larger going "into" the development whenever possible.

3.

A building with a single "common" entrance should be given a single address consistent with this policy. Individual spaces within the property should be given suite identifiers in alphabetical order from the main entrance.

(5)

Belton "legacy" addresses. New addresses outside of the legacy addressing grid should be assigned using the preceding policy and procedure. The legacy grid should not extend beyond Cambridge on the south, Mullen on the east and Cleveland on the west except for lots addressed prior to the adoption of this policy.

(6)

Existing lots or buildings.

a.

Requests for addressing of existing lots or "in-fill" lots should be handled using the policy and procedure to the extent it is possible.

b.

To insure consistency, existing addresses should be used as a guide and addresses issued consistent with the area.

c.

Addresses using ½ or xxxA should be avoided. Whenever there are no open numbers available, a suite number should be used as the first option.

d.

Development review committee consultation and consensus should be used if the policy must be varied from.