

**Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
December 17, 2012**

CALL TO ORDER

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

ATTENDANCE

Commission: Chairman Girgin, Mayor Pro Gary Lathrop, Councilman Scott Von Behren, Commissioners Sally Davila, Tim McDonough, Jeff Fletcher, 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: None

MINUTES

Councilman Von Behren moved to approve the December 3, 2012, Planning Commission meeting minutes. The motion was seconded by Mayor Pro Tem Lathrop. All Commission members voted in favor and the motion carried.

PUBLIC HEARING - Stormwater Management and Flood Protection

Mr. Matteo reported that the Federal Emergency Management Agency (FEMA) made revisions to the County Flood Insurance Rate Maps (FIRMs) which become effective January 2, 2013. The maps are required to be adopted by text amendment. He went on to explain Missouri's Floodplain Management Officer reviewed the City's Unified Development Code (UDC) and recommended text amendments to bring the City into full compliance with FEMA. The amendments must be adopted by January 2, 2013, for the City to remain in the National Flood Insurance Program (NFIP) according to Mr. Matteo.

Chairman Girgin opened the hearing to receive public input regarding the text amendments to the UDC regarding stormwater management and flood protection at 7:02 p.m. No one was present to speak so Chairman Girgin closed the public hearing at 7:02 p.m. Commissioner Thompson moved to recommend approval of the text amendments dealing with stormwater management and flood protection. The motion was seconded by Councilman Von Behren. It was explained that the City Council would consider the text amendments during a Special Meeting on December 18, 2012. When a vote was taken, the following was recorded: Ayes: 8 - Chairman Girgin, Mayor Pro Tem Lathrop, Councilman Von Behren, Commissioners Davila, McDonough, Fletcher, Christensen and Thompson. Noes: none. Absent: none. The motion carried.

PUBLIC HEARING - Tree Topping

Mr. Leipzig reported the proposed text amendment pertaining to tree topping was brought to the Commission for consideration by Ted Lange with the Belton Parks Department. This proposed amendment to the UDC is being recommended because Belton has become a **“Tree City.”**

Mr. Cooper presented background information about **Belton’s** path to earning **“Tree City”** status. He went on to explain that when the City adopted the tree ordinance, the Missouri Department of Conservation requirement prohibiting tree topping was not included. The proposed amendment **would bring the City’s tree ordinance in line with the State requirements.**

Commissioner Thompson initiated a discussion about enforcement of the tree topping provision. It was pointed out the ordinance deals with trees on public, not private property, which led to further discussion about whether to expand and include private property in the tree topping ordinance. The pros and cons of restricting tree topping on private property were talked about, and Mr. Leipzig recommended continuing the discussion to a future meeting. Commissioner Thompson moved to continue the public hearing to consider a text amendment to the UDC regarding a tree topping ordinance to the January 7, 2013, meeting. The motion was seconded by Commissioner Christensen. All Commission members voted in favor, and the motion carried.

PUBLIC HEARING - Continuation of hearing regarding Manufactured Home Parks

Mr. Leipzig pointed out a change in the proposed text amendments regarding Manufactured Home Parks concerning the maximum size allowed for an accessory structure. The proposed language stated the structure may not exceed 8 feet-tall, 6-feet wide, by 12-feet long, but will be changed to 8-feet wide by 12-feet long. Chairman Girgin reopened the public hearing at 7:15 p.m. There was no public input and Chairman Girgin closed the hearing at 7:15 p.m. In discussion, Mayor Pro Tem Lathrop questioned whether storm shelters could be made to appear **“architecturally compatible with surrounding structures”** in a manufactured home park. There was also a question about whether each manufactured home space shall have a patio and/or deck. Mr. Leipzig answered that each space must have either a patio or deck, or both patio and deck. Mayor Pro Tem Lathrop moved to recommend approval of text amendments to the UDC regarding residential manufactured home parks. The motion was seconded by Commissioner Thompson. When a vote was taken, the following was recorded: Ayes: 8 - Chairman Girgin, Mayor Pro Tem Lathrop, Councilman Von Behren, Commissioners Davila, McDonough, Fletcher, Christensen, and Thompson. The motion carried.

DIRECTOR’S REPORT

It was reported by Mr. Leipzig that a preliminary plan and preliminary plat for Y-Highway Commercial will be on the January 7, 2013, Commission meeting agenda.

Mr. Leipzig refuted information he reported was contained in an article from the Kansas City Business Journal regarding Menards pulling out of proposed projects in the Kansas City area.

Mr. Leipzig presented information about a non-illuminated billboard sign that is being constructed in the vicinity of the Apple Valley Shops. He also reported that a proposed digital

billboard special use permit (SUP) application, which was denied by the Commission, is being submitted to the City Council for consideration on January 22, 2013. A history of the billboard applications received by the City in July 2012 was given by Mr. Leipzig. He went on to say, the ordinance has been amended since then and any new billboard applications can only be considered for installation along an Interstate and must go through the SUP process.

Chairman Girgin reminded Commissioners of the Open House for Mayor Odom on Wednesday, December 19, 2012.

ADJOURNMENT

Mayor Pro Tem Lathrop moved to adjourn the meeting. Commissioner Thompson seconded the motion. All present voted in favor, and the meeting adjourned at 7:28 p.m.

Ann Keeton
Community Development Secretary