



**AGENDA
CITY OF BELTON
PLANNING COMMISSION MEETING
MONDAY, MAY 6, 2013 - 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 APRIL 15, 2013 PLANNING COMMISSION MEETING**

- IV. DISCUSSION**
 - A. Mobile Home Provisions
 - B. Dog Park
 - C. Buildable Lot Inventory
 - D. Renaming of 71 Highway / East Outer Road Addresses

- V. DIRECTOR'S REPORT**

- VI. NEXT MEETING DATE: May 20, 2013**

- VII. ADJOURNMENT**

MEETING MINUTES

APRIL 15, 2013

**Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
April 15, 2013**

CALL TO ORDER

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

ATTENDANCE

Commission: Chairman Girgin, Mayor Pro Tem Scott Von Behren, Commissioners Tim McDonough, Chris Christensen, Larry Thompson and Chuck Crate.

Staff: Robert Cooper, City Planner; and Ann Keeton, Community Development Secretary

Absent: Commissioner Sally Davila

MINUTES

Commissioner Thompson moved to approve the minutes of the April 1, 2013, Commission meeting. Mayor Pro Tem Von Behren seconded the motion. All members present voted in favor and the motion carried.

PUBLIC HEARING – Special Use Permit - Digital Signs at Belton Regional Medical Center

Mr. Cooper informed the Commission that Belton Regional Medical Center has applied for a Special Use Permit (SUP) for two digital signs – a one-sided monument sign and a double-sided pole sign. He reported on the sizes of the proposed signs and pointed out the Board of Zoning Adjustment approved variances for the height and size of the signs on April 8, 2013. The sign locations were identified by Mr. Cooper as well as the zoning of surrounding property. He indicated that it appears the signs should not create an adverse impact on any area residential properties. The benefits of the digital signs as suggested by the applicant were noted by Mr. Cooper. He recommended approval with two conditions.

Chairman Girgin opened the public hearing at 7:09 p.m. The hearing was held to receive public input regarding an application for an SUP to allow two digital signs for Belton Regional Medical Center. Dan Motush with Acme Sign stated that he is the applicant and is available to answer any technical questions about the signs.

Todd Krass, CEO of Belton Regional Medical Center, spoke in favor of the SUP application. Mr. Krass expressed his pleasure at nearing the conclusion of the medical center's addition and renovation project. He reported the digital component of the signs will comply with all of the codes in section 30.9 of the City's Unified Development Code (UDC). The brightness requirements will be preprogrammed into the sign for daylight / nighttime conditions, and the nighttime brightness will be below what is cited in the code according to Mr. Krass. He indicated the sign would be utilized for civic messages and he provided examples of those messages. He stressed that the sign would be owned and controlled by the

hospital and will not be used to sell ads to outside agencies. There was no further input and Chairman Girgin closed the public hearing at 7:12 p.m.

It was reiterated the signs will be used for the hospital and public service announcements only. Mayor Pro Tem Von Behren made a motion to recommend approval of a Special Use Permit to allow digital signs for Belton Regional Medical Center, located at 17065 S. Outer Road with the following conditions: 1) The applicant shall comply with all the requirements as outlined in Section 30-9 of the UDC; 2) The digital signs shall not be increased in size. Commissioner Thompson seconded the motion. When a vote was taken, the following was recorded, Ayes: 6 – Chairman Girgin, Mayor Pro Tem Von Behren, Commissioners McDonough, Christensen, Thompson and Crate. Noes: none. Absent: 1 – Commissioner Davila. The motion carried.

PUBLIC HEARING – Extension of a SUP for 122 Lillard, Heart-n-Hand Ministries

Mr. Cooper reported Heart-n-Hand Ministries is requesting an extension of SUP#09-22 to allow a community outreach program to continue operating in an R-2 district at 122 Lillard, until they relocate to 200 B Street. He provided detailed information about the new location on B Street including the legal description, zoning, and property size. In the staff report, Mr. Cooper stated the ministry is expected to start moving in May and should take three / four months to conclude. Building layout changes, cleaning and maintenance issues that will be done by the ministry were listed by Mr. Cooper. The staff recommendation was to approve the extension of the SUP for four months with a possible one-time administrative extension, not to exceed an additional two months.

Chairman Girgin opened the public hearing at 7:20 p.m. The hearing was held to receive public input regarding a request for an extension of SUP#09-22 for Heart-n-Hand Ministry, 122 Lillard. Don Johnson, 126 Lillard, referred to and read from a document dated April 16, 2010, about the conditions of approval for the original SUP which included establishing a two-year sunset agreement to phase out and cease operations for Heart-n-Hand from 122 Lillard, and the removal of nuisance code violations. He showed Commission members pictures taken April 14, 2013, showing debris, trash and brush on the Lillard property. He voiced concerns that the house will not be returned to its original residential condition when the ministry moves away. He asked for the Commission to set a deadline date for the move and end commercial use on the property. Mr. Johnson suggested an occupation license should not be issued for the new site on B Street until the 122 Lillard site has been cleaned up and returned to a residential appearance.

There was discussion about whether the ministry relocation was ever a condition of approval of the SUP, subsequent SUP extensions, or a goal of the ministry. Mr. Cooper answered the SUP was granted to allow the ministry to remain in the residential zoning district, and he gave a brief explanation of the federal guidelines that regulate faith based organizations that are exempt from zoning districts.

Rick Dawson, Director of Heart-n-Hand, spoke in favor of the SUP extension and he explained that Heart-n-Hand will not be leasing the building at 200 B Street, but will own the building. He reported the ministry is assisting the Assembly of God Church youth group move out of the building on B Street so

Heart-n-Hand can move in. He stated the Assembly of God Church owns the house on Lillard. Mr. Dawson went on to mention the fence surrounding the dumpster on Lillard will be removed and the dumpster will move to the B Street location. He reported the church may hold Sunday school classes on Sunday and Wednesday nights at the Lillard location after the ministry moves out. He requested the Commission approve the SUP extension.

Wilma Johnson, 126 Lillard, asked if the facade of the house on Lillard will be returned to a residential appearance when the ministry vacates. She categorized the current appearance as a "mess" and compared it to a warehouse. Mr. Cooper stated staff will work to address any outstanding issues through code enforcement and the property maintenance code.

There was no further input and Chairman Girgin closed the public hearing at 7:35 p.m. There was discussion regarding the staff recommendation of a four-month extension with the possibility of an additional two months resulting in a maximum extension deadline date of six months. Staff was questioned about the legality of churches being able to use residential properties for any type of use. Mr. Cooper went into additional details about federal laws allowing faith-based organizations to move into residential areas, but the City may impose conditions on the property to safeguard surrounding property owners.

Mr. Johnson requested the Commission consider approving a deadline date for the ministry to be out of the Lillard site and a penalty if the deadline is not met. Mr. Cooper answered that any property in violation of City codes is subject to action by the code enforcement division including failing to meet the conditions of the SUP extension. Mayor Pro Tem Von Behren moved to recommend approval of the extension of the SUP for Heart-n-Hand Ministries at 122 Lillard with an expiration date of October 16, 2013. The motion was seconded by Commissioner Christensen. Chairman Girgin made clear the motion includes the possible two month administrative extension. After discussion about a possible amendment to the motion, the Commission chose to retain the main motion and second. When a vote was taken, the following was recorded, Ayes: 6 – Chairman Girgin, Mayor Pro Tem Von Behren, Commissioners McDonough, Christensen, Thompson and Crate. Noes: none. Absent: 1 – Commissioner Davila. The motion carried.

Chairman Girgin welcomed Commissioner Crate to the Commission.

ADJOURNMENT

Mayor Pro Tem Von Behren moved to adjourn the meeting. The motion was seconded by Commissioner Christensen. All members present voted in favor and the meeting adjourned at 7:45 p.m.

Ann Keeton
Community Development Secretary

MOBILE HOME PROVISIONS



COMMUNITY PLANNING & DEVELOPMENT
Jay C. Leipzig, AICP
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MEMORANDUM

TO: Belton Planning Commission Members

FROM: Jay C. Leipzig

DATE: April 30, 2013

RE: Revised Manufactured Home Provisions in the Unified Development Code.

The Planning Commission reviewed proposed changes to Section 40-4- Manufactured Housing Provisions in late, 2012, and held a Public Hearing on this item on December 17, 2013. The current provisions for Manufactured Homes have not been reviewed for quite some time, and this process required an extensive review period to ensure consistency and accuracy. Staff met with developers of Manufactured Homes as well as City Council representatives to receive input on these regulations.

Since the recommendation of approval by the Planning Commission on December 17, 2013, staff has been working with the City Attorney to determine the proper order and the re-formatting of these regulations to ensure uniform applicability. For this reason, this item was delayed for presentation to the City Council to ensure that there was a full and thorough review by the City Attorney to ensure consistency with State and Federal Law.

Attached to this page is a Memorandum from Shannon Marcano, Attorney, which provides an overview of the five (5) sections in regard to Section 40-4 of the Unified Development Code. In addition, the current Ordinance is included for your review and comparison purposes.

This item will be presented as an informational item during the Planning Commission meeting on May 6, 2013, and will be presented to the City Council on for further action in May.

White Goss Bowers March Schulte & Weisenfels

a Professional Corporation

Memorandum

TO: Jay Leipzig, Director of Planning and Community Development

FROM: Shannon M. Marcano, Esq.

DATE: May 1, 2013

RE: Manufactured Home Ordinance

The Ordinance regulating manufactured homes has been through several revisions in order to streamline and clarify its provisions. While many of the revisions were to the form of the ordinance, many were substantive. The purpose of this memorandum is to bring your attention to some of the more important substantive revisions.

Sec. 40-4 (1) (a) – Clarifies the provision that new manufactured homes can only be installed in existing manufactured homes communities.

Sec. 40-4 (1)(b) - Provides a definition for redeveloped manufactured home communities (where 50% of the homes are removed and/or replaced or where there are developer-initiated improvements to the public infrastructure, and states that they must have a site plan and meet requirements listed in (c) and (d).

Sec. 40-4 (d) – Provides requirements which apply to both existing and redeveloped manufactured home communities, including lighting, landscaping, and other site conditions.

Sec. 40-4 (e) – Provides requirements which apply to existing and redeveloped manufactured home communities, as well as replacement or installation of new manufactured homes within existing communities, including minimum space requirements, setbacks and street frontages.

Sec. 40-4 (f) – Provides for the expansion of existing manufactured home communities, and certain conditions which must be met.

Please do not hesitate to contact me with any questions.

BILL NO. 2013

ORDINANCE NO. 2013

AN ORDINANCE AMENDING CHAPTER 40–USE-SPECIFIC STANDARDS–RESIDENTIAL, COMMERCIAL, OTHER, OF THE BELTON UNIFIED DEVELOPMENT CODE BY AMENDING SECTION 40-4–USES SUBJECT TO CONDITIONS, SUBSECTION 40-4(1) RESIDENTIAL – MANUFACTURED HOME COMMUNITIES.

WHEREAS, the City of Belton adopted the Unified Development Code (UDC) December 13, 2011; and

WHEREAS, the Belton Planning Commission held public hearings to solicit comment on the proposed Ordinance at a regular meeting on December 3, 2012 and December 17, 2012; and

WHEREAS, the Belton Planning Commission voted by a majority of those present to recommend approval of the proposed amendments to the UDC; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF BELTON, CASS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. That Section 40-4 of the Belton Unified Development Code is hereby amended to read as follows:

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 communities.*

a. Manufactured homes may only be located for occupancy or occupied if located on a designated lot within an existing manufactured home community.

b. Redevelopment of existing manufactured home communities shall be permitted under this regulation where fifty percent of the homes are removed and/or replaced, or where there are privately-initiated improvements to the public infrastructure, including but not limited to water lines, electrical lines and sewer systems. A detailed site plan shall be submitted in accordance with the requirements contained herein. The site plan shall include the location of all streets within the community, all open spaces and common areas, and each proposed manufactured home lot. Each proposed 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. All redeveloped manufactured home communities shall meet the following minimum community requirements/improvements:

- i. Manufactured home community locations shall conform to the city's comprehensive plan, as amended.
- ii. Manufactured home communities shall be platted as one lot in accordance with local subdivision regulations.
- iii. Manufactured home 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 community.
- iv. Manufactured home communities and lots shall be located on a well-drained site, properly graded and maintained to ensure proper drainage and freedom from stagnant pools of water.
- v. Manufactured home communities shall be provided with at least two permanent entrances both of which shall be at least 35 feet in width.
- vi. There shall not be more than 7 manufactured homes per gross acre within a manufactured home park.
- vii. Manufactured home communities shall only be used for residential purposes, customary and incidental accessory uses common to residential districts, and service buildings as permitted by this Ordinance of this section but not be used for commercial sale of manufactured homes, unless specifically authorized by valid occupational license.
- viii. A sidewalk of at least 42 inches shall be constructed along at least one side of each street within the manufactured home community, except on turn around (cul-de-sac) streets, in accordance with city construction standards.
- ix. A minimum of 500 square feet of recreational or open space shall be provided per manufactured home space. Each recreational hall 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.
- x. Every space within a manufactured home 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.

- xi. No manufactured home space shall be located further than 300 feet from a fire hydrant.
- xii. All manufactured home communities shall be surrounded by a 10-foot-wide landscaped screen which shall be approved by the planning commission for its adequacy as a visual barrier.
- xiii. 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.

d. All existing and redeveloped manufactured home communities must meet the following requirements:

- i. 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.
- ii. 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 feet away from an underground storm shelter. In addition, the storm shelter shall be architecturally compatible with surrounding structures.
- iii. 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.
- iv. Community buildings or laundry facilities may be provided within a manufactured home park community. However, such service buildings may not occupy more than 5 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.
- v. 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.

- vi. 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.
 - vii. 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 .
- e. Installations of new manufactured homes in existing and redeveloped communities must meet the following requirements:
- i. Individual manufactured home spaces within a park shall have a minimum area of 5,000 square feet each.
 - ii. Every manufactured home space shall have at least 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. No manufactured home shall be located closer than 20 feet from any property line bounding the manufactured home park community.
 - iv. 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: 22 feet.
 - b. Minimum rear yard: 10 feet.
 - c. Minimum side yard: 10 feet for any one and 17 feet for the other.
 - v. 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 in the manufactured home community.
 - vi. Every manufactured home shall be placed on a solid concrete slab or on 2 4-foot-wide concrete runners 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. 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. Each manufactured home shall have a separate enclosed accessory structure of at least 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, 8 feet wide, by 12 feet long. Accessory structures in the manufactured home park community shall be architecturally compatible in design and shall be maintained in good repair at all times.
- ix. Each manufactured home shall be provided with landscaping to at least include two shade trees with a planted caliper of at least 1½ inches.
- x. Each manufactured home space shall be provided with an electrical source supplying at least 200 amps and/or natural gas, in accordance with city standards and construction codes.
- xi. Each manufactured home shall be entirely skirted to a solid surface 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.
- xii. Each manufactured home space shall be provided with a paved patio area other than a parking space. 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.
- 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.
- 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.
- xv. No manufactured home may be located in the 100-year floodplain.

- f. Expansion of existing manufactured home communities:
- i. When an existing manufactured home community approved prior to the date of this ordinance expands to an area not previously approved for manufactured home community use, the new area must be appropriately zoned and a detailed site plan shall be submitted in accordance with this section.
 - ii. All new areas shall be designed, approved and improved in accordance with Section 40.4 (1)c., d., and e.
 - iii. As a condition of approval of any such addition, the following requirements of these sections must be complied with in the existing areas of the manufactured home park:

Requirement	Code Section
<u>Community uses</u>	<u>40-4(1)c.</u> (vii)
Paved streets, space widths	<u>40-4(1)e.</u> (ii)
Off-street parking	<u>40-4(1)e.</u> (vii)
On- lot landscaping	<u>40-4(1)e.</u> (ix)
Garbage containers	<u>40-4(1)d</u> (i)
Electrical service	<u>40-4(1)e.</u> (x)
Skirting	<u>40-4(1)e.</u> (xi)
Tie-downs	<u>40-4(1)e.</u> (xiv)

Street lighting	<u>40-4(1)c.</u> (xiii)
Storm shelters	<u>40-4(1)d</u> (ii)
Unexposed surface areas	<u>40-4(1)c.3</u> (v)
Sanitary codes	<u>40-4(1)c.</u> (x)
Community landscaping	<u>40-4(1)c.</u> (xii)

Section 2. That this ordinance shall be in full force and effect from and after its passage and approval.

Duly read two (2) times and passed this ___ day of _____, 2013.

Jeff Davis, Mayor

Approved this _____ day of _____, 2013.

Jeff Davis, Mayor

ATTEST:

Patricia A. Ledford, City Clerk
of the City of Belton, Missouri

STATE OF MISSOURI)
CITY OF BELTON) SS.
COUNTY OF CASS)

I, Patricia A. Ledford, City Clerk, do hereby certify that I have been duly appointed City Clerk of the City of Belton and that the foregoing ordinance was regularly introduced for first reading at a meeting of the City Council held on the _____ day of _____, 2013, and thereafter adopted as Ordinance No. 2013 of the City of Belton, Missouri, as a regular meeting of the City Council held on the _____ day of _____, 2013, after the second reading thereof by the following vote, to-wit:

AYES: 0 COUNCILMEN:
NOES: 0 COUNCILMEN:
ABSENT: 0 COUNCILMEN:

Patricia A. Ledford, City Clerk
of the City of Belton, Missouri

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.

a.

No manufactured home shall be located for occupancy or occupied unless on a designated space within a manufactured home park 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 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, all open spaces and common areas, and each proposed manufactured home space. Each proposed space 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 shall meet the following requirements:

1.

Minimum park requirements.

(i)

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

(ii)

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

(iii)

Manufactured home parks 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)

Manufactured home 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)

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

(vii)

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

(viii)

Manufactured home parks 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.

2.

Minimum space requirements.

(i)

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

(ii)

Every manufactured home space shall have at least 35 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)

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

(iv)

Minimum building setbacks shall be provided on each manufactured home space measured from the space

boundaries as shown on the manufactured home park site plan, as follows:

A.

Minimum front yard: 15 feet.

B.

Minimum rear yard: ten feet.

C.

Minimum side yard: ten feet for any one and 15 feet for the other.

(v)

All manufactured homes shall front facing a street within the manufactured home park. (The front of a manufactured home shall contain its narrowest width). Where topography or the configuration of the entire manufactured home park make it appropriate, however, some manufactured home spaces may be arranged with the long side fronting the street.

(vi)

Every manufactured home shall be placed on a solid concrete slab or on two four-foot-wide 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. Each transportable section of a manufactured home shall be placed on such slab or runner.

(vii)

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)

Each manufactured home shall have a separate enclosed accessory structure of at least 100 square feet with a height of at least five feet for storage where an on-space enclosed garage is not provided. All accessory structures in the manufactured home park should be uniform in design.

(ix)

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)

Each manufactured home shall be provided with a weather-tight durable container with a tight fitting cover for refuse. The park owner shall ensure that containers are emptied regularly at least weekly, and maintained in a usable sanitary condition.

(xi)

Each manufactured home space shall be provided with an electrical source supplying at least 220 volts and natural gas, in accordance with city standards and construction codes.

(xii)

Each manufactured home shall be skirted within 30 days after placement in a park 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.

(xiii)

Each manufactured home space shall be provided with a paved patio area other than a parking space of not less than 200 square feet.

(xiv)

All manufactured homes shall be blocked in accordance with manufacturer specifications or, if specifications are not available, 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)

Tie-downs and ground anchors shall secure all manufactured homes to the ground in accordance with state laws 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)

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

3.

Required park improvements.

(i)

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

(ii)

Sidewalks and street shall be adequately lighted at night.

(iii)

An underground storm shelter shall be provided which is sufficient to accommodate two persons per manufactured home and shall be located throughout said park so that no manufactured home is more than 660 feet away from an underground storm shelter.

(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 park 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)

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 manufactured home park 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; 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 and shall present no visible evidence of their commercial character from any area outside the park.

(ix)

Sanitary conditions within any manufactured home park 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 and space shall be maintained in a neat and presentable manner. All landscaping and park and space improvements required by this regulation shall be maintained.

(xi)

All manufactured home parks shall be surrounded by a 20-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. When a manufactured home park operating as a legal use prior to April 1, 1983, expands to an area not previously approved for manufactured home park 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:

Requirement	Code Section
Park uses	40-4(1)c.1(viii)
Paved streets, space widths	40-4(1)c.2(ii)
Off-street parking	40-4(1)c.2(vii)

On-space landscaping	<u>40-4(1)c.2(ix)</u>
Garbage containers	<u>40-4(1)c.2(x)</u>
Electrical service	<u>40-4(1)c.2(xi)</u>
Skirting	<u>40-4(1)c.2(xii)</u>
Tie-downs	<u>40-4(1)c.2(xv)</u>
Street lighting	<u>40-4(1)c.3(ii)</u>
Storm shelters	<u>40-4(1)c.3(iii)</u>
Unexposed surface areas	<u>40-4(1)c.3(vi)</u>
Sanitary codes	<u>40-4(1)c.3(x)</u>
Park landscaping	<u>40-4(1)c.3(xi)</u>

DOG PARK

OFF-LEASH DOG PARK / SITE PLAN REVIEW

BELTON PLANNING COMMISSION MONDAY, MAY 6, 2013 – 7:00 P.M. CITY HALL ANNEX, 520 MAIN STREET

Staff: Robert G. Cooper, City Planner

CASE # SP11-08 – CONTINUED FROM JULY 18, 2011

BACKGROUND

Mr. Spalding presented this item to the Planning Commission during the July 18, 2011 regular meeting. The general concept and layout of the plan, i.e. location, land features, and amenities were discussed. The Planning Commission made a recommendation to the City Council to approve the site plan as submitted. Subsequently, the City Council voted to table the request citing numerous uncompleted parks department projects.

NOTE:

Attached to this report is a copy of a Memo prepared by Director Todd Spalding, Parks Department detailing the importance and benefits of having a dog park located within the City of Belton.

GENERAL SITE PLAN REVIEW

The subject site is part of the overall Markey Park complex, which currently includes a playground and ball-fields. However, the proposed site is located where a City of Belton Communications tower was previously located which has now been removed.

Staff has reviewed the following key elements of the site development plan and offers the following comment(s):

Zoning: Ag (Agricultural) District (currently used as parkland).

Legal Description: Un-platted.

Site Dimensions: The tract is approximately 345-ft. x 385-ft. (132,825-sq. ft.) or 3.01 ac.

Intended Use: Dog-Park.

Future Land Use Map: The subject site is located in and part of the City's (PR) Park's and Recreation zone

Height & Dimension of Building: According to the applicant, the existing building will be repainted and reused as a storage building. No building additions or structural changes are proposed.

External Lighting: According to the applicant, no exterior lighting will be provided...park use will be during daylight hours only.

Fencing/Screening: The proposed development plan indicates the existing 6-ft. chain-link perimeter fence will remain in place...however, staff has requested, the top barbed-wire portion of the fence be removed.

Landscaping: The proposed development plan indicates landscaping will be provided, which includes thirty (30) shade trees; thirty-nine (39) evergreen trees; and one-hundred fifty (150) shrubs...a detailed, plant species list has been prepared by the City Forester.

Designated Parking Area: The site is located within a designated city park which already has adequate off-street parking. No additional off-street parking spaces would be required.

Pedestrian Sidewalk: The new concrete sidewalk leading up to the Dog Plaza area shall be constructed to the City's design standards and shall not be less than four feet (4') in width.

Fire Department: According to the Fire Marshal, the fire code requires fire department access to extend to within 150-ft. of all buildings. The distance may be increased as soon as the 'use' of the building is indentified.

Conformance with Water and Sanitary Sewer Master Plans: The proposed Dog Park is consistent with the City Street Master Plan. The proposed fence location does not interfere with the proposed future Markey Road widening project.

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Memo

To: Holly Girgin (chair), Planning Commission members
From: Todd Spalding
Date: May 1, 2013
Re: Belton Dog Park

While we are nearing completion on most of the park improvements promised to local residents, we continue to look for ways to offer new services to local residents, including an off-leash dog park. Specifically we are interested in developing 2.5 acres of city-owned property at Markey Park.

It has been our plan to offer a dog park in the community for the past several years, and our interest has not come without much research. It has been a topic of community discussion at public forums and design charettes, and as the subject of an email to about 2,000 local households. Of those, more than 430 dog owners responded with overwhelming support for a dog park at Markey Park.

A dog park is a public park that is typically fenced, where dogs and their owners can enjoy a park-like setting and the chance to socialize with other canines and their owners.

The fenced area at Markey Park is a perfect location for an off-leash park for several reasons. First, it is already city owned and currently zoned for recreation use. Secondly, the existing fence would significantly reduce the time and cost necessary to have the park open for public use. And thirdly, the location is both safe and easily accessible to meet the needs of both the dog park users and the public at large.

Not only would the dog park meet an unmet need in the community, but it also would be a step forward in helping in our efforts to expand our parkland. Currently Belton falls significantly below the recommended amount of parkland for a community of this size. The recommendation comes from the Department of Natural Resources Statewide Comprehensive Outdoor Recreation Plan (SCORP).

We originally had budgeted \$20,000 from bond money to develop a dog park. This would go a long way in furnishing the area at Markey Park with two nice gates and a sidewalk leading up to it. Other park amenities would be added, as funds were available.

In addition, I also have spoken with our insurance representative, and was assured that our insurance premiums would not increase with the addition of a dog park.

This is a great way to improve our services to Belton residents and is a natural extension of the health and wellness opportunities the department currently offers the community. The public supports it, the location is perfect, and the timing is right. We are asking that the fenced area adjacent to Markey Park be deemed park property for the purpose of constructing and maintaining an off-leash dog park.

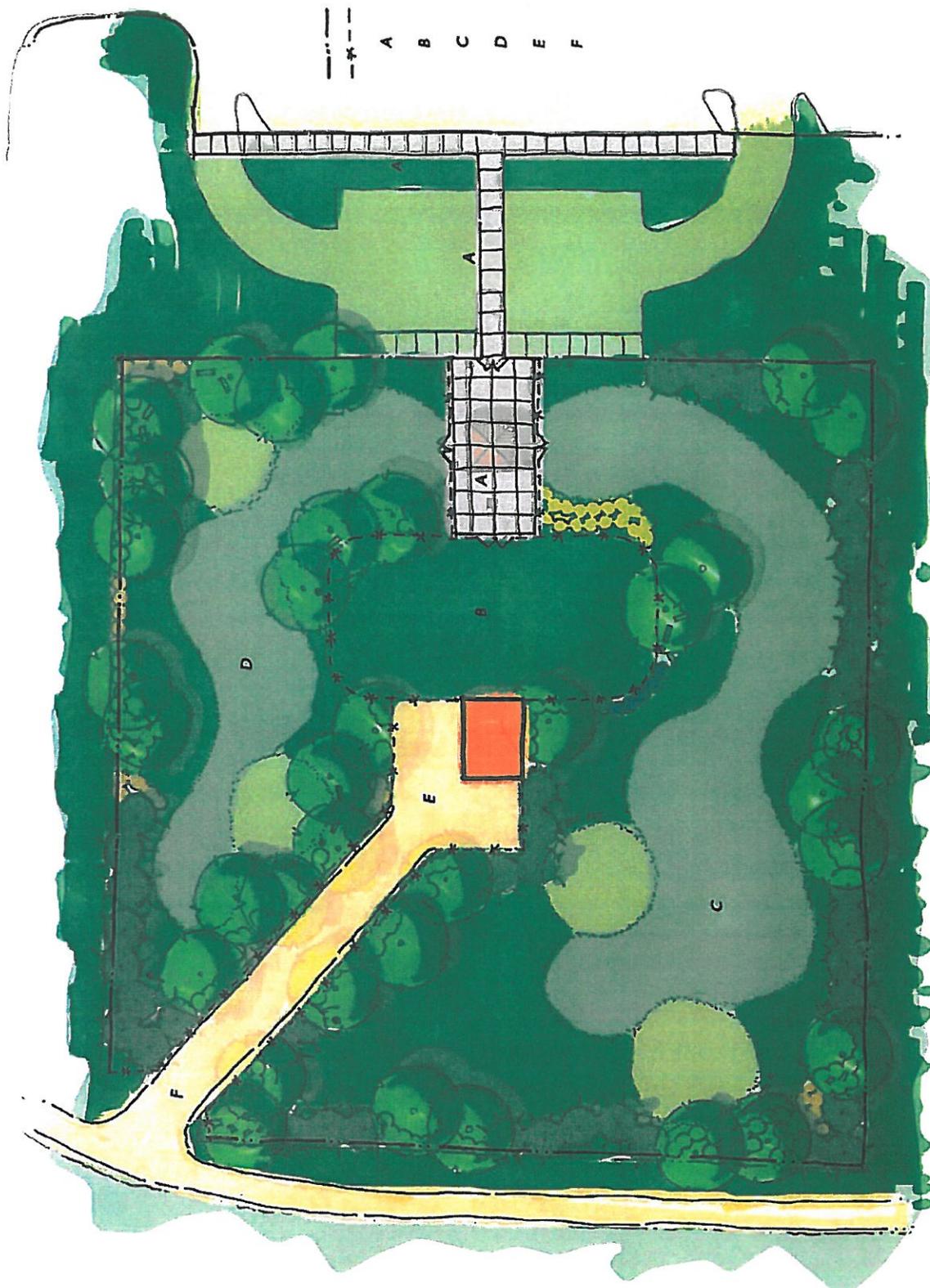






- Legend
- A Training/Education Yard
 - B Leak-up Courtyard with Permeable and Wash Stations
 - C Proposed Parking
 - D Service Yard
 - E Large Dog Area
 - F Small Dog Area
 - G BICYCLING Areas
 - H Seating/Water Stations
 - I Decomposed Granite Surface

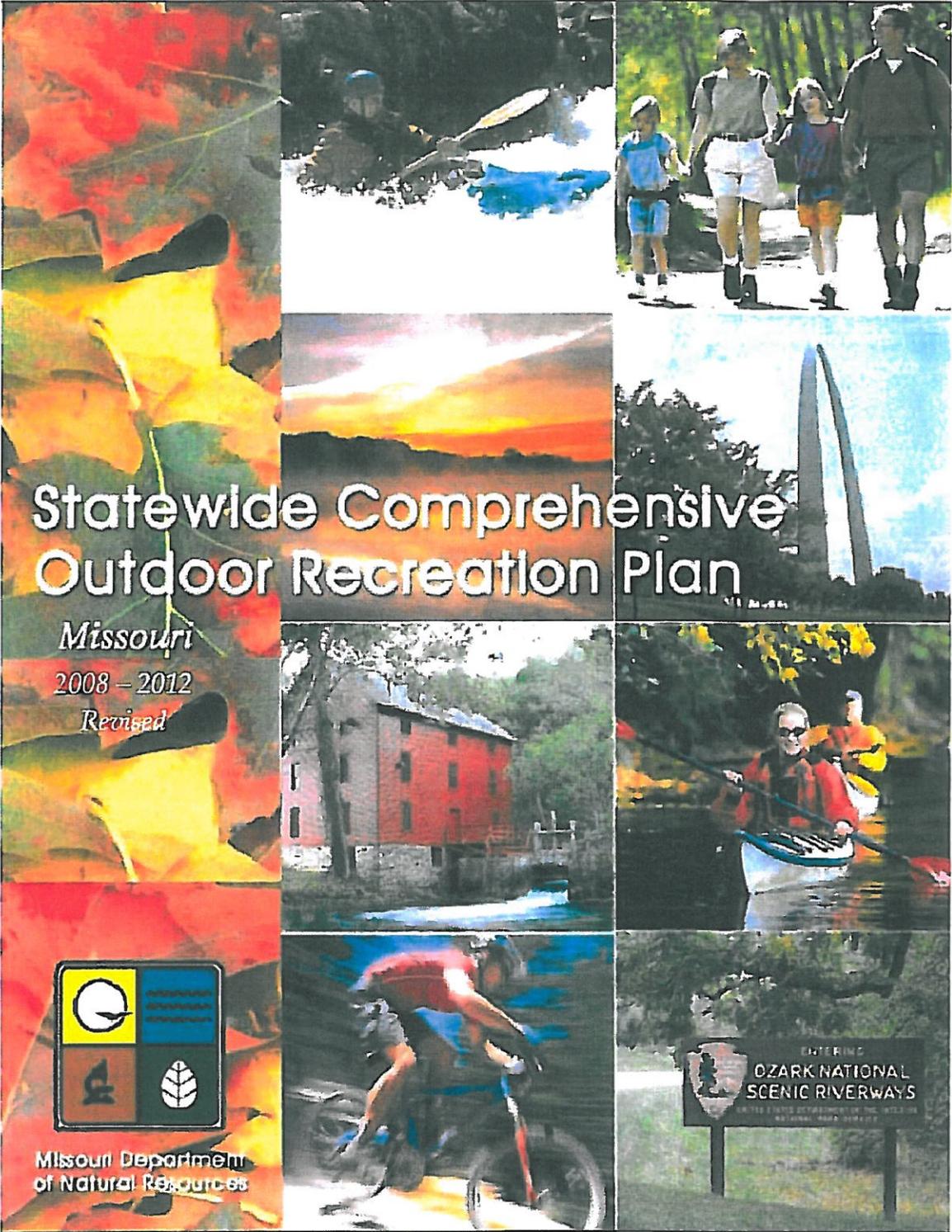
BELTON DOG PARK



Legend

- Existing Fence
- *- Proposed Fence
- A Proposed Sidewalk
- B Training/Education Yard
- C Large Dog Area
- D Small Dog Area
- E Maintenance Yard
- F Maintenance Drive

Belton Dog Park - Phase One Plan



Statewide Comprehensive Outdoor Recreation Plan

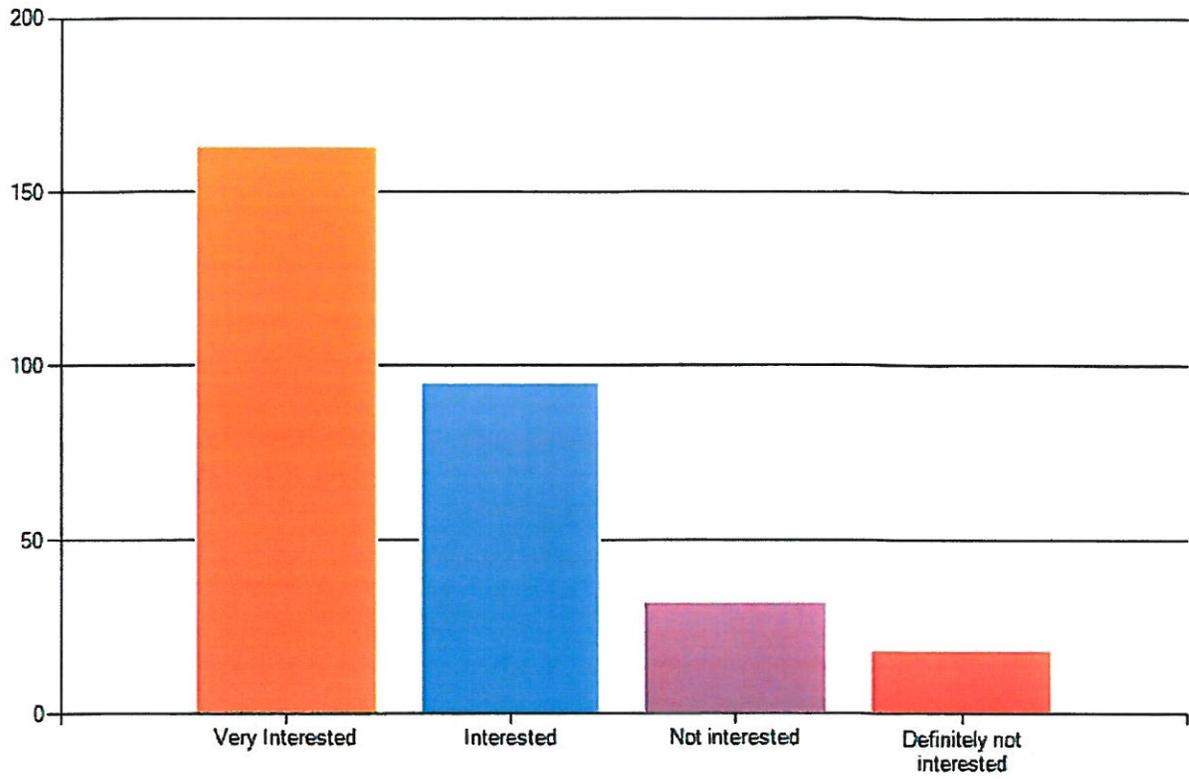
Missouri
2008 – 2012
Revised



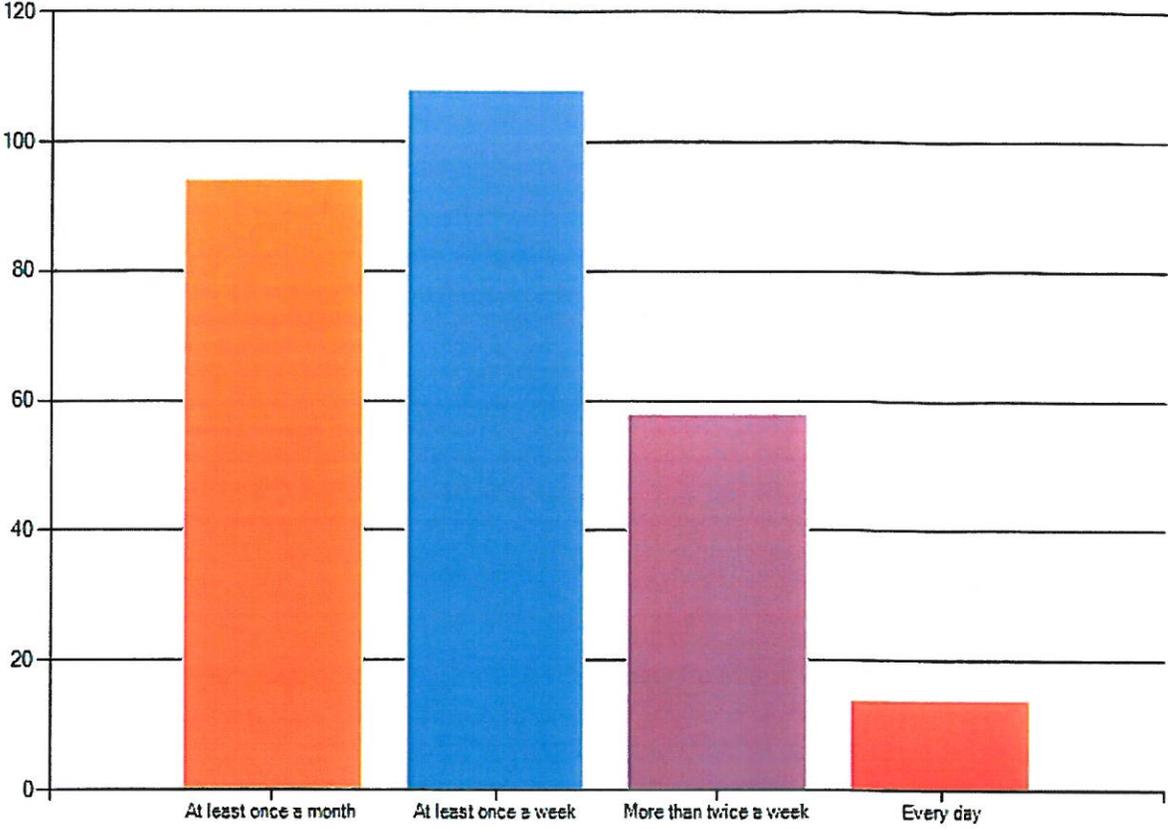
Missouri Department
of Natural Resources

ENTERING
OZARK NATIONAL
SCENIC RIVERWAYS
UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

We are asking the City of Belton to designate an existing fenced area near Markey Park as park land for a dog park. Using the following scale, please tell us how interested you would be in having a Dog Park in Belton.



If we were to offer a Dog Park in Belton, how often do you anticipate visiting the park?



71 HIGHWAY ADDRESSES



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

Date: May 6, 2013

To: Jay Leipzig, Community Planning Director
Planning Commission Members

From: Robert G. Cooper, City Planner 

Cc:

Subject: **71-Highway / I-49 – Address Conversion**
Use Existing “Outer Road” Designation

Per our discussion, MoDOT currently has street signs at the intersection of 58-Hwy and I-49 and the Outer Rd., the old 71-Hwy signs have been replaced with new I-49 signage, and however, they still identify the E. Outer Road as “Outer Road”. I concur with your rationale that the City leave the current distinction in place and not rename the Outer Road to Harmon Drive as previously suggested. It would align itself with current addressing systems of Cass County, Postal Service, and City of Belton utility billing.

Currently, the west outer road to Interstate 49 is called Peculiar Drive, which will not change.