

Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
October 19, 2009

CALL TO ORDER

Chairman Paul Myers called the meeting to order at 7 p.m.

ATTENDANCE

- Commission: Chairman Myers, Mayor Pro Tem Lathrop, Councilman Bobby Davidson, Commissioners Sally Davila, Holly Girgin, Scott VonBehren, and Larry Thompson.
- Staff: Jay Leipzig, Director of Community Planning and Development; Ron Trivitt, City Manager; Cliff Fain, Public Works Director; Jason Webb, Fire Marshal; Gary Plumb, Assistant City Engineer; Robert Cooper, City Planner; Shannon Marcano, City Attorney; and Ann Keeton, Community Development Secretary.
- Absent: Commissioners Tim McDonough and Roger Horne.

MINUTES

Commissioner Girgin moved to approve the minutes of the September 21, 2009, Planning Commission meeting. Commissioner Thompson seconded the motion. All members present voted in favor and the motion carried.

PRESENTATION – WASTEWATER IMPROVEMENTS

Mr. Fain presented information regarding the wastewater plant improvements. Question #1 on the ballot in the November 3, 2009, election asks voters to approve a bond issue to allow the City to make improvements to the wastewater treatment plant. The improvements are required by the Environmental Protection Agency (EPA) and Belton must comply by July 2011. To meet mandatory requirements under the Clean Water Act, disinfection must be added to the wastewater treatment process before it is released into the creek. According to Mr. Fain an engineering study determined a UV disinfectant process will be installed at the plant to meet the EPA requirements. He provided information about recent bacterial incidents in Missouri lakes and the rationale used to necessitate the new EPA standards.

Mr. Fain explained the types of funding considered as possible sources to finance the required improvements. The funding methods mentioned by Mr. Fain included cash, the State Revolving Fund (SRF), and Certificates of Participation (COP). To utilize the SRF, the City must have an existing voter approved bond, which will allow the monthly revenues to be used for the City's debt service. These improvements will be made with no rate increases and will utilize existing bond revenue according to Mr. Fain. He went on to compare the percentage of interest that would be paid by the City using the COP as opposed to the SRF funding programs. The SRF program was described as having the lowest interest rate. Mr. Fain then gave an explanation of the COP funding program and he indicated this method of funding does not require a vote of the people. It was reported by Mr. Fain that if cash were used to pay for the required improvements, it would result in a "huge" rate increase.

Mayor Pro Tem Lathrop asked about the yearly budgeted rate increases of 3 – 5% and Mr. Fain explained that increase is for basic plant operations and expenses. He further clarified that if Question #1 passes, there will be no rate increase for the existing bond that had previously been approved by voters.

Commissioner Girgin questioned what year the regulations were adopted that requires the wastewater improvements. Mr. Fain reported the law went into effect in 1999 and he gave an explanation of how the discharge permit is issued by the State of Missouri.

Chairman Myers asked how the educational information will be distributed to the voters. Mr. Fain informed commission members that information will be distributed using brochures mailed to citizens; presentations will be made to organizations; presented during a City Council meeting, and the information is currently showing on the government channel. Chairman Myers recommended the educational information be shared with the school district, and he stated the wastewater improvements are necessary. Councilman Davidson reported the City Council members have been aware of this requirement for a few years but due to budget issues, it has been put off. Mr. Fain gave further details about stream regulations and the criteria data with which the City must now comply. In order to meet the 2011 deadline, the wastewater treatment plant must begin construction by May of 2010, and it takes about 10 months to order the equipment according to Mr. Fain. Chairman Myers pointed out that voting for the wastewater improvement bond will not increase taxes.

PUBLIC HEARING – AMEND COMPREHENSIVE PLAN

Chairman Myers opened the public hearing at 7:14 p.m. This hearing was being held to receive public input regarding consideration of an amendment to the City's Comprehensive Plan to include the Park and Recreation Department's "Trails Master Plan."

Mr. Leipzig reported the park director presented the Trails Master Plan, which he categorized as a "very comprehensive document," during the August Commission meeting. He informed Commission members the City Comprehensive Plan has not been updated since 1992 and he recommended the update process be started when the Unified Development Code is complete. The Trails Master Plan will become another chapter in the Comprehensive Plan. According to Mr. Leipzig the inclusion of the Trails Master Plan will strengthen the long-term land use planning for the City.

Mr. Cooper gave details about the Trails Master Plan which he reported is to provide connectivity between all the parks. The proposed trail system was created because of the following: 1) lack of connectivity between City neighborhoods, 2) local highway congestion, 3) residents must drive to parks to use park trails, 4) no safe bike routes, 5) and overall health concerns for citizens. In addition, the Belton trail plan will become part of larger planned trail systems initiated by Mid-America Regional Council (MARC) and Missouri Department of Transportation (MoDOT). Mr. Cooper announced that staff supports amending the City's Comprehensive Plan to include the Trails Master Plan.

As there was no public input, Chairman Myers closed the public hearing at 7:18 p.m.

Councilman Davidson informed Commission members there are a number of major cities that widen existing streets to allow for the addition of bike trails. He expressed his approval with the

City's current subdivision platting process in which developers are encouraged to include trails in the design early in the planning stage. Chairman Myers also expressed support of incorporating the Trails Master Plan into the Comprehensive Plan to benefit the citizens of Belton.

Commissioner Thompson moved to adopt the Trails Master Plan and make it part of the City's Comprehensive Plan. Mayor Pro Tem Lathrop seconded the motion. When a vote was taken, the following was recorded: Ayes: 7 – Chairman Myers, Mayor Pro Tem Lathrop, Councilman Davidson, Commissioners Davila, Girgin, VonBehren, and Thompson. Noes: none. Absent: 2 – Commissioners McDonough and Horne. The motion carried.

PRESENTATION – UNIFIED DEVELOPMENT CODE (UDC) UPDATE

It was reported by Mr. Leipzig that development of the UDC has been an ongoing process for the last eight months and is now approximately 80% – 85% complete. He gave a list of the departments involved in the development process. He apologized for going past a projected deadline for completion and presentation of a UDC draft document to the Commission for review on October 9. Mr. Leipzig exhibited a copy of the UDC that is in the process of being reviewed by staff and he reported the document is 425 pages. Staff has been meeting twice a week to edit and format the draft UDC to ensure it is consistent with the legal structure that currently exists. Mr. Leipzig stated he prefers to present a UDC to the Commission in a “more complete” form and he requested more time to continue the editing process. The Fire Prevention and Stormwater chapters are two of the topics that staff has been reviewing carefully to make sure they are complete and up-to-date.

It was explained by Mr. Leipzig there are a few chapters from the Municipal Code book that will be incorporated into the UDC. After the UDC development process is complete the City will have two books, the UDC and the Municipal Code. The length of time it is taking to complete the UDC is longer than staff expected according to Mr. Leipzig. He estimated the UDC might be ready for distribution to the Commission in December, followed by a review of the draft in January/February, and ready for presentation to the Council in March. Chairman Myers and Mr. Leipzig thanked staff for the work they have done on the UDC draft document. According to Mr. Trivitt the City is saving over \$80,000 by having staff develop the UDC. Mayor Pro Tem Lathrop voiced concern about the length of time proposed by Mr. Leipzig for review of the UDC draft (December – February) and he indicated that may be an inadequate amount of time due to the size of the document.

DIRECTOR REPORT

Mr. Leipzig reported the Special Use Permit (SUP) application for 604 N. Scott has been withdrawn and will not go to the City Council.

Agenda items for the next meeting include:

November 2, 2009:

1) There will be a public hearing for a SUP application for a motorcycle sales business to be located at 2008-2010 N. Scott. 2) Mr. Leipzig will introduce the Property Maintenance Code which is being reviewed and considered for adoption.

November 16, 2009:

1) Public hearing for a SUP renewal for Lawn-Corp located at Prospect and 58 Highway. 2) Public hearing for an SUP application for Van City which will be located at 814 N. Scott.

Mr. Leipzig announced staff is looking into the restriction of payday loan establishments. There is currently a separation requirement of 1,000-ft. between each payday loan business, and a separation requirement of 500-ft. from a residential zoning district. Staff is checking into expanding the separation requirement, or possibly more restrictive language.

Commissioner Davila asked the status of the old Southview Golf Course site, and Mr. Leipzig did not have any current information about the project.

It was reported by Mr. Leipzig that Adesa Auto Auction has done some landscaping work at the site recently. He stated the City is working with Adesa to get the turf in place and the other landscaping completed. Adesa has until June of 2010 to complete the establishment of turf before the escrow will be released.

ADJOURNMENT

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

Ann Keeton
Community Development Secretary