

**Minutes of Meeting  
Belton Planning Commission  
City Hall Annex, 520 Main Street  
September 16 , 2013**

**CALL TO ORDER**

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

**ATTENDANCE**

Commission: Chairman Girgin, Mayor Jeff Davis, Councilman Tim Savage, Commissioners Sally Davila, Tim McDonough, Steve Finn, Chuck Crate, and Larry Thompson.

Staff: Jay Leipzig, Community and Economic Development Director; Zach Matteo, City Engineer; Robert Cooper, City Planner; and Ann Keeton, Community Development Secretary.

Absent: Commissioner Chris Christensen

**MINUTES**

Mayor Jeff Davis moved to approve the minutes of the August 5, 2013 meeting. The motion was seconded by Commissioner Thompson. All members present voted in favor and the motion carried.

**PUBLIC HEARING** - Digital Pricing Sign 1307 E. North

Mr. Cooper presented the staff report about a Special Use Permit (SUP) application to allow a digital pricing sign for the Hy-Vee gas station located at 1307 E. North. He displayed pictures which showed the existing Hy-Vee sign and the proposed pricing sign. Mr. Cooper gave a brief history about the site and he described the size and the location of the sign. He went on to say the light from the sign would be low intensity to prevent glare. There will be no increase in the height or cabinet size of the modified sign according to Mr. Cooper. Staff recommended approval of the SUP with one condition.

Chairman Girgin opened the public hearing at 7:05 p.m. The hearing was being held to receive public input regarding an SUP application to allow a digital pricing sign to be located at 1307 E. North Avenue.

Brenda Slivinski, 910 Englewood Drive, Kearney, Missouri spoke in favor of the sign. According to Ms. Slivinski, the existing signage is hard to see so they are anxious to upgrade the existing sign to make the fuel prices more visible.

Ms. Slivinski answered questions about the appearance of the digital pricing sign. Mayor Davis gave recognition to Hy-Vee's impact in the Belton Community.

As there was no additional public input, Chairman Girgin closed the public hearing at 7:07 p.m.

There was a brief discussion about the overall sign size, and the requirements for electronic message signs, section 30.9 of the Unified Development Code (UDC). Commissioner McDonough moved to approve the Special Use Permit to allow a digital price sign on the existing Hy-Vee gas/convenience store pole sign at 1307 E. North Avenue with the following condition: 1) the applicant shall comply with all the requirements as outlined in Section 30-9 of the UDC. The motion was seconded by Commissioner Davila. It was reported that staff spoke with the City attorney regarding administrative approval for digital pricing signs, but the attorney's opinion was that public approval through the SUP process is the preferred approval process. When a vote was taken, the following was recorded: Ayes: 8 - Chairman Girgin, Mayor Davis, Councilman Savage, Commissioners Davila, McDonough, Finn, Crate, and Thompson. Noes: none. Absent: 1 - Commissioner Christensen. The motion carried.

#### **PRESENTATION** - Capital Improvement Plan (CIP)

Mr. Matteo gave a PowerPoint presentation to share information about an early draft of the City CIP. Thirty-one projects have been identified for inclusion in the CIP according to Mr. Matteo, and he went over the CIP adoption schedule. He named five categories that are presently included in the draft and those are stormwater, drinking water, waste water, transportation and fire. Mr. Matteo went over projects included in each category and identified the project funding sources. Mayor Davis indicated the public is interested in the status / priority of some of the CIP projects, and Mr. Matteo stated he will post a draft of the CIP on the City's website.

Councilman Savage initiated a discussion about how decisions are made when prioritizing CIP projects. Mr. Matteo explained how CIP projects are prioritized, reporting that master plans steer priorities in some categories and development influences priorities in other categories. It was suggested that improvements to Cambridge and Cleveland be considered for inclusion in the CIP.

#### **DISCUSSION** - Building Incentives

Mr. Leipzig reported staff has been meeting with area builders, lenders and realtors to ascertain ways to stimulate residential building construction. Staff is examining ways to create the type of neighborhoods people want to live in. He told of other cities efforts to encourage residential building and the varied results. Staff met with personnel from the Home Builders Association (HBA) according to Mr. Leipzig. He said the City attorney is reviewing a proposal which would pay the builder's entry fee for the spring or fall Home Builders Show for homes with a valuation of \$250,000 or greater, in addition to a 50% reduction in the building permit fee for a maximum of 20 new houses. There have also been discussions with the school district about sharing some of the costs associated with the proposed building incentive.

Mr. Leipzig was questioned about deficient infrastructure leading to subdivisions and existing available sites that could accommodate the proposed type of houses. He listed subdivisions where the proposed category of houses could be built. Councilman Savage suggested the City consider how to improve some of the inadequate roadways with ditches in order to attract quality developments. Mayor Davis spoke of some impending roadway improvements and indicated there may be future improvements to Kentucky Road. He expressed concern that there are areas in the City with narrow roads and deep ditches and suggested the Council develop a plan

for future improvements. The infrastructure improvements that have taken place in a neighboring city were mentioned. Mr. Leipzig announced that staff is researching ways to develop a marketing package for City subdivisions that are currently vacant.

#### **DIRECTOR'S REPORT**

Mr. Leipzig reported on the status of the Markey Parkway project extension to Mullen Road which he said is slated to be completed by June 2014. He went on to say the area is getting a lot of interest from developers.

Menards is moving forward with their project and "coming soon" signs will soon be set up on the site.

The North Scott Corridor Plan is being created by a UMKC intern who has recently spent time working for the City. Preliminary plan ideas may be presented at a Commission meeting in October.

Mr. Leipzig announced the Public Works Department is an accredited public works department and is one out of four in the State of Missouri. He described the review process the public works department went through to become accredited.

#### **ADJOURNMENT**

Commissioner Crate moved to adjourn the meeting. Commissioner Thompson seconded the motion. All voted in favor and the meeting adjourned at 7:45 p.m.

Ann Keeton  
Community Development Secretary