



**AGENDA
CITY OF BELTON
PLANNING COMMISSION
MEETING AND PUBLIC HEARING
MONDAY, FEBRUARY 3, 2014 - 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 DECEMBER 16, 2013 AND JANUARY 6, 2014 PLANNING COMMISSION MEETINGS**

- IV. CONSIDERATION OF FINAL APPROVAL**
 - A. Consideration of a Special Use Permit to allow a horse race-track to operate north of 58 Highway on Prospect.

- V. PUBLIC HEARING**
 - A. Consideration of Text Amendments to the Unified Development Code (UDC) regarding the Markey Regional Detention Development Fee Program.
 - B. Consideration of Text Amendments to the UDC regarding the Planning Commission / Board of Zoning Adjustment membership and meeting guidelines.

- VI. DIRECTOR'S REPORT**
 - A. Year-in-Review for 2013 and Priority Items for 2014

- VII. NEXT MEETING DATE: March 3, 2014**

- VIII. ADJOURNMENT**

MEETING MINUTES

December 16, 2013

**Minute of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
December 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 Tim McDonough, Chris Christensen, Steve Finn, Chuck Crate and Larry Thompson.

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

Absent: Commissioner Sally Davila

MINUTES

Mayor Davis moved to approve the minutes of the December 2, 2013 Planning Commission meeting. The motion was seconded by Commissioner Thompson. All members present voted in favor and the motion carried.

PUBLIC HEARING - Special Use Permit for Benjamin Enterprises horse racetrack

Mr. Cooper presented the staff report providing details about the Special Use Permit (SUP) application from Benjamin Enterprises to allow a public horse racetrack on property locate in the 16000 block of S. Prospect. He noted the Google Map aerial view attached in the agenda packet is incorrect and pointed out the correct map in the staff report. The location of the proposed horse racetrack was shown on an aerial photo of the site. He stated the property, and surrounding properties are zoned Agricultural.

It was reported that Benjamin Ranch, located in south Kansas City, is closing after 125 years in the area and the business would like to continue to provide equestrian events by relocating to the Belton property. The proposed site was categorized as secluded and Mr. Cooper described features of the proposed site plan which included the racetrack, event seating, food and parking. It was estimated that approximately 400 people could attend the weekend events with the proposed track opening in the spring of 2014. According to Mr. Cooper, the site is approximately 20 acres. It was mentioned during the staff report that the size of the existing gravel driveway approach from Prospect will need to be increased to no less than 24-feet, plus graded to accommodate emergency and other large vehicles.

Mr. Cooper distributed photos of the existing property access road. He noted that any external wiring must be approved by a City building inspector; stormwater will be routed to existing creek; water will be brought to the site by truck; a six-foot chain-link perimeter fence will be installed; and a vendor parking area and horse corral will be designated on the site.

Chairman Girgin opened the public hearing at 7:13 p.m. The hearing was being held to receive public input regarding the SUP application submitted by Benjamin Enterprises for a horse racetrack.

Matt Schlicht with Engineering Solutions, 500 SE 30th Street, Lee's Summit, Missouri, spoke in favor of the SUP. Mr. Schlicht gave an explanation of the intention of the Benjamin proposal. He categorized the proposed use of the site as a continuation of the existing Benjamin Ranch business and reported the operations will be separated into two locations. The indoor uses will be moved to the Faulkner Ranch on Raytown Road in Kansas City, and the equestrian portion would move to the Belton property if approved. He stated the racetrack will be used primarily for match races with two/three horses running at a time and he classified the races as training for horses. Other equestrian activities that will be held on the site are barrel racing, buck-offs, and horse shows according to Mr. Schlicht. He stated the events are limited, weather permitting, daylight events which will be held primarily on the weekend. In addition, mobile vendors/ food trucks are brought into the site during the equestrian events. He went on to report the proposed equestrian area is approximately 20 acres within a 120 acre property and Mr. Schlicht told of the surrounding land uses. He reported the applicant will continue to work with staff and he described future improvements that will be made to widen and upgrade the entrance. He related information about a perimeter gated chain-link fence, and the separation of vehicles / animals on the property. Mr. Schlicht added the SUP one-year review proposed by staff is acceptable to Benjamin Enterprises. He stated the SUP application's intent is to provide a small controlled venue for equestrian events.

Bob Faulkner, President of Ranch Entertainment Inc., 10600 Raytown Road, Kansas City, Missouri, was present to speak in favor of the SUP application. Mr. Faulkner introduced his adult children who work in the family business. He gave a history of the development and administration of match horse races held at Benjamin Ranch for the last 12 years. According to Mr. Faulkner the events have been held in the middle of the City with little or no problems and he indicated the results have been very successful.

Mr. Faulkner answered questions about the average event attendance, which he estimated to be 300, plus the horse owners, but the attendance numbers fluctuate and are weather-driven. He went on to say it is against the law to have pari-mutuel betting and signs are posted. They work with the City to provide a police presence with at least four uniforms and three non-uniform personnel present for security.

It was stated that in the past, Benjamin Enterprises had discussed a different location for the event which was west of Lawn-Corp. Mayor Davis asked about the gravel drive which Mr. Cooper indicated is allowed in an agricultural zoning district. Mr. Faulkner told the Commission about the business's insurance coverage and the location of the Kansas City operation. He stated there is no residential in the area of the proposed track and he explained how they monitor noise levels / decibel readings to meet City codes.

Questions were asked about the minimum City requirements for insurance coverage. Mr. Cooper indicated that proof of insurance would have to be provided to the City Clerk. The food vendors/caterers

that come on site are subcontractors of the business and will be required to provide a certificate of insurance.

Mr. Danny Haus, attorney, 7926 E. 171st Street, Belton, Missouri, was present representing a neighbor of the property. He asked for clarification on the location of the proposed track. He asked Mr. Faulkner about the access plans and it was stated that no additional access is planned to the site, and the existing tree buffer will remain in place.

There was no further input and Chairman Girgin closed the public hearing at 7:33 p.m.

During discussion it was brought out that any vendors doing business on the site would be required to have a City business license, and Mr. Cooper will get further information from the City Clerk about any additional taxes/fees that will go to the City. Councilman Savage was generally in support of the application but he voiced concerns about the gravel spectator parking. He suggested the City may want to consider including as a condition of approval, a means to require future paving of the gravel parking if there is a build out and dust becomes a problem on the property. Mr. Cooper recommended adding the suggestion as #4 to the staff's recommendations for conditions of approval shown in the staff report.

Mr. Matteo recommended "stormwater management requirements will be reviewed and approved by the City Engineer" be added as #5 to the staff's recommendations for conditions of approval.

There were questions and discussion about whether staff has had sufficient time to review the project application. Mr. Cooper indicated that staff has reviewed a large part of the project but it has not been one-hundred percent reviewed. Mr. Matteo added that the project has not been completely engineered but the applicant is requesting the SUP now, with the expectation of submitting construction plans to staff for review later. Chairman Girgin went on to clarify by asking if the Commission is generally in favor of the project with the understanding that there are details to be worked out by staff. It was noted that if the applicant receives a general understanding the Commission is in favor of the project, then staff and the applicant will continue to work out the details and return to the Commission February 3, 2014 for final consideration of the SUP.

Commissioner Crate moved to provide the applicant with preliminary/conditional approval of the SUP application with a minimum of five conditions (three in the staff report and two additional proposed tonight). The SUP plans/details are to be reviewed further by staff with the understanding that additional conditions may be recommended, and on February 3, 2014 the application will come before the Commission to be considered for final approval. In discussion, Councilman Savage pointed out that he would prefer the conditions of approval not be limited to five, as staff and the applicant work out the details during the review process. Chairman Girgin clarified the motion by stating, "conditional approval of the application subject to specified conditions." Commissioner Crate's stated intent was to allow staff time to work out all the details before final approval. Questions were asked about required permits if in the future the applicant begins to make significant improvements on the site. Mr. Cooper stated the SUP would be brought back to the Commission and additional requirements would be imposed. There was

discussion about actions that could be taken by the City if complaints are received about the events. Potential future expansions such as paving and the required stormwater management were discussed, along with estimates for a reasonable amount of time that could be given to the applicant to resolve any issues. In discussion of staff's recommended conditions of approval, Mr. Cooper suggested modifying condition #3 to read - the special use permit ~~may~~ will be reviewed ~~by staff~~ in one year ~~pending any code or nuisance violations~~. There was further discussion about whether to review the SUP annually.

Mayor Davis seconded the motion. When a vote was taken, the following was recorded, Ayes: 8 - Chairman Girgin, Mayor Davis, Councilman Savage, Commissioners McDonough, Christensen, Finn, Crate, and Thompson. Noes: none. Absent: 1 - Commissioner Davila. The motion carried.

DISCUSSION - Markey Regional Detention Fee Program

Mr. Matteo reported the City consulted with Olsson Associates to design a portion of Markey Parkway which included alternatives for a regional detention facility. He described the recommended detention facility and stated the proposed fee for developers choosing to participate in the program would be \$3,560 per acre to fund construction and long-term maintenance. He referred to a watershed map and provided details about the drainage area. The fee program will require changes to Chapter 32 of the Unified Development Code (UDC) and a public hearing to amend the Code is scheduled for January 6, 2014 according to Mr. Matteo. He went on to note that the program would eliminate on-site stormwater detention requirements for those that choose to participate, but other City stormwater management requirements would still apply. Mr. Matteo gave an example of the stormwater management analyses and BMP features submitted to the City for the Academy Sports project. Mayor Davis pointed out that a large amount of developable land will be recaptured with the creation of the regional detention program.

DIRECTOR'S REPORT

Mr. Cooper reported the next Commission meeting is Monday, January 6, 2014 and the proposed amendments to Chapter 32 - Stormwater Management and Flood Protection of the UDC is the only item on that agenda.

Commissioner McDonough asked for clarification about the City requirements for permits, insurance, and vendor business licenses for the proposed equestrian events SUP discussed earlier in the evening. Mr. Cooper gave a brief explanation of the City processes and there was further conversation about the enforcement of violations at the site. It was recommended that additional conditions could be added to the SUP approval regarding site security.

ADJOURNMENT

Commissioner McDonough moved to adjourn the meeting. The motion was seconded by Commissioner Crate. All voted in favor and the meeting adjourned at 8:15 p.m.

Ann Keeton
Community Development Secretary

MEETING MINUTES

January 6, 2014

**Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
January 6, 2014**

Jay Leipzig, Community Planning and Economic Development Director announced that due to lack of a quorum, the agenda items advertised for January 6, 2014 will be moved to the February 3, 2014 Planning Commission meeting.

SPECIAL USE PERMIT

**Horserace Track
Benjamin Enterprises**



**BELTON MISSOURI - PLANNING COMMISSION
REGULAR MEETING – CITY COUNCIL ROOM
CITY HALL ANNEX, 520 MAIN STREET
MONDAY, FEBRUARY 3, 2014 – 7:00 P.M.**

STAFF: Robert G. Cooper, City Planner

CASE #SUP13-14 / CONTINUATION

Request: Special Use Permit to allow a public horse race-track on property zoned Ag (Agricultural) District.

Location: Located in the 16000 block of S. Prospect Avenue, just north of the 'Lawn-Corp.' composting facility.

Property Description: Section 9, Township 46, Range 33

Deed Holder / Applicant: Benjamin Enterprises / Benny Benjamin

Size of Site: 19.20-acre

Existing Zoning / Land Use: Ag / Agricultural

Proposed Use: Horse racing

Surrounding Zoning / Land Use:

North: Ag / Agricultural
East: Ag / Agricultural
South: Ag / Agricultural
West: Ag / Agricultural

Future Land Use Map: Parkland / Single-Family
(numerous gas and oil wells scattered throughout the area more than likely would preclude any future development).



Nature of Current Request

Benjamin Ranch would like to provide quarter racing, and barrel runs at their new relocation to the Belton area.

The applicant (Ben Benjamin) has contacted the City to gather information on what requirements are needed to operate a dirt race-track for horses on his property. According to the applicant, they have chosen this site due to easy access from 58-Highway and because the property is secluded, so as to have minimal adverse affect on the community. In addition to the dirt race-track, there will be a public seating area, food vendor area, graveled parking area and a sectioned-off area exclusively for horse staging and horse trailer parking.

Minimal site improvements will be made. The gravel parking area for the patrons and trailer parking will be a treated, crushed rock surface material. Mobile food vendors and bleacher type seating will allow for a temporary and flexible use. It is anticipated that approximately 400 people will attend these events which are expected to open during the spring 2014.

History

The subject property is owned and maintained by Benjamin Enterprises. In fact, Benjamin Enterprises owns approximately 242-acres of land located north of 58-Highway between Prospect and Holmes Road in West Belton. The land has remained rural and undeveloped. No previous development has developed due to existing gas and oil wells in the area.

SPECIAL USE PROVISION – Some uses of land are not appropriate in all locations within a district or under circumstances where the use imposes an inappropriate impact on the public or neighboring properties and are therefore designated as “special uses”. These uses may be approved at a particular location through the receipt of a special use permit where the impact of those users does not inappropriately affect or impair the use and enjoyment of neighboring properties.

STAFF REPORT

The Planning Commission originally reviewed this special use permit request on December 16, 2013. During that meeting, the planning commission and staff had some questions and issues concerning the driveway width and slope, storm-water detention and potential run-off. The Commission voted to continue the discussion to the February 3rd meeting.

NOTE: Below are comments made during the last meeting pertaining to land disturbance and erosion control. The applicant has since addressed these comments with staff’s reply in **bold**.

- Storm-water quality BMPs – Land disturbance of greater than 1 acre requires storm-water quality Best Management Practices. Guidelines to design and construct these BMPs is provided in the APWA/MARC BMP Manual, previously provided to the property owner and his engineer.

⇒ **An infiltration trench meeting City requirements has been provided with calculations and is approved.**

- Missouri Land Disturbance permit – Land disturbance of greater than 1 acre requires a permit from MDNR. This permit must be submitted to the City upon approval from MDNR.

⇒ **Permit has been submitted to the City.**

- City Land Disturbance permit – The City also has a land disturbance permit for land disturbance activities exceeding 1 acre. This can be provided to the property owner and his engineer upon request.

⇒ **This permit must be submitted to the Engineering Division before construction begins.**

- Erosion and sediment control measures – During grading operations and installation of the gravel driveway and parking lot, erosion/sediment control measures need to be installed to protect the receiving stream. These requirements are included in the City’s standard details as well as Chapter 36 of the Unified Development Code.

⇒ **Erosion control plans are included in the submitted plans and are approved. Erosion control is also required by the MDNR Land Disturbance Permit.**

Welfare and Convenience of the Public

Staff believes that by allowing a public horse race-track at the proposed location could contribute to the general convenience of the horse racing enthusiast. The surrounding area in west Belton has a rather large number of private horse owners who may have an interest in this activity.

Injury to Surrounding Property

It appears, the proposed use will not have an adverse affect on the surrounding or abutting properties primarily due to the existing rural/agricultural type uses in the immediate vicinity. Rose Hill Nurseries and Lawn-Corp composting are two of the closest businesses that may be impacted.

***NOTE:** An adjacent property owner has met with staff to discuss some items of concern. Some of these concerns are addressed in a handout written by the applicant addressed to the concerned property owner as well as to City staff. A copy of this handout is included in the staff report.

Domination of the Neighborhood

The subject site is a twenty-acre tract of land in an agricultural zoning district. It appears to staff, the proposed use as a horse race-track will not dominate the neighborhood. The pre-dominate use in the immediate area is and has been agricultural farmland.

***NOTE:** Currently, there is another city licensed business, (‘American Top Soil’) located in the general area as the proposed race-track. Staff would like the applicant explain to the Commission how the two businesses will operate logistically and safely.

Off-Street Parking / Access

The site will utilize a gravel drive to access Prospect Avenue. Gravel parking will be provided for vehicles. Gravel trailer parking areas will be located near the perimeter to allow for staging of the horses.

The site has a driveway approach directly from Prospect Avenue, which is the primary and only source of ingress/egress.

***NOTE:** Since the last meeting, the applicants' engineer has modified the slope of the access road to accommodate the 75k lbs apparatus load requirement per the Belton Fire Department.

Signage

The business may place a banner sign on site with an approved banner permit. Banner signs are subject to the following restrictions:

Pursuant to Chapter 18.8 of the Unified Development Code:

- banner signs can not exceed 120-sq. ft. in size;
- must remain on private property;
- must stay out of the street right-of-way; and
- must not block visibility.

Banner signs are to be set up 6-hours prior to the event and removed no later than 6-hours after the event ends.

Electrical Wiring

City code requires that any external wiring for an outdoor recreational area must be enclosed in conduit and approved by a city building inspector. The applicant has stated no lighting will be needed...all events will be performed during daylight hours.

Sanitary Sewer: The site will provide portable facilities for public restrooms.

Public Water: The site will not provide public water via city water lines. The site will provide portable water that will be brought into the site by truck during each event.

Fencing: A six-foot chain-link perimeter fence will be installed permanently to control public access and the containment of horses.

Vendor Parking Area: This area will provide a space for vehicles to bring products to the facility for sale during events only.

Horse Corral: This site will be utilized as a staging and preparation area for the horses during the events.

Staff Recommendation

Staff recommends Approval subject to the following condition(s):

1. No issuance of the City business license until the site has had a final life-safety inspection by the fire marshal and building official;
2. All shows and events must end at dusk.
3. No gambling shall be allowed.
4. A food and liquor license shall be obtained prior to opening.
5. Any area which will be used for public seating / eating purposes shall be clearly marked; roped off; and protected from vehicles.
6. Gravel roads and driveways shall be treated to reduce dust.
7. Roadway maintenance on site including entry point from Prospect shall be the responsibility of the developer.
8. City staff shall perform a yearly inspection to verify site plan remains unchanged and in conformance with other City of Belton codes.
9. Any expansion of the land area or an increase in activity without prior City approval shall be construed as a violation of the special use permit.
10. The City shall impose any additional condition(s) as deemed necessary with cause.

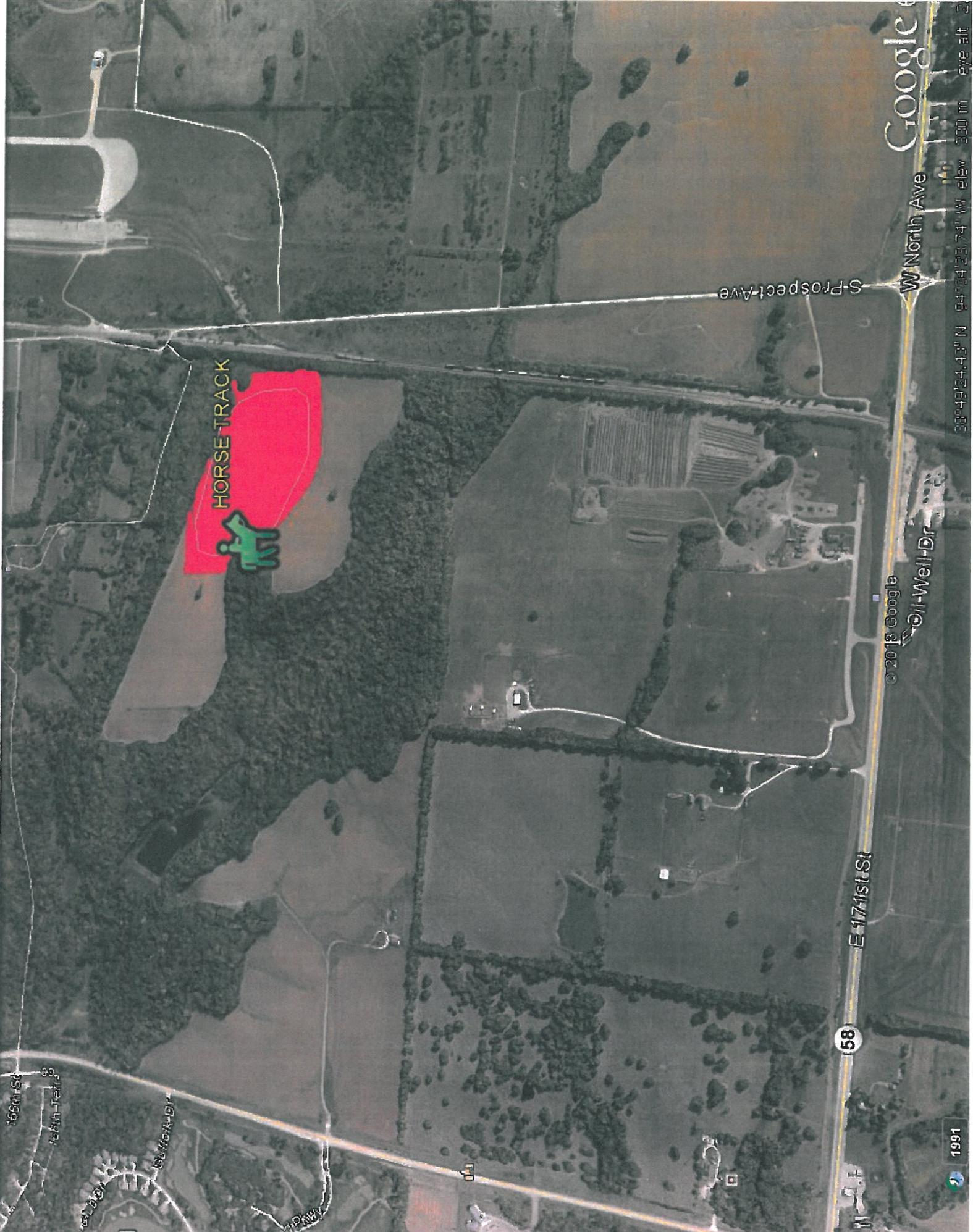
Planning Commission Alternatives

The Planning Commission has the following options available in the consideration of this application:

1. Approve the application as submitted upon finding that the requirements of Section 40, of the Unified Development Code for Special Use Permits, as been satisfactorily addressed.
2. Approve the application subject to specified conditions.
3. Table the application if additional information is needed, such as time of use or other related factors.
4. Deny the application if the required findings cannot be made or if the proposed use is found to be incompatible with the neighborhood.

Attachments:

1. Arial Photo
2. Business Description
3. Site Plan



HORSE TRACK



Google

W North Ave

S Prospect Ave

© 2018 Google

Oil-Well-Dr

E 1741st St

58

1991

38°48'24.43" N 94°34'23.74" W elev 330 m eye alt 2

Food. Entertainment. Interactive Fun.

Faulkner's Ranch

A TURN-KEY EVENT FACILITY

FILE COPY

RECEIVED DEC 12 2013

December 9, 2013

CITY OF BELTON
Robert G. Cooper, City Planner

Dear Robert:

As you know Benjamin Ranch is finally closing after 125 years of operating in South Kansas City, Missouri. Ben Benjamin, prior owner of Benjamin Ranch and Bob Faulkner, operator of the Benjamin Ranch for the past twenty five years would like to relocate some of the equestrian functions that the ranch hosted for the past several decades. The events to be held on the proposed site would include horse shows, barrel racings, bull buck-outs and match horse races on the proposed straight-a-way track. The events will be weather driven, seasonal in nature (May through October), include off-surface parking with appropriate fencing, portable restrooms, mobile food and beverage trailers. No night events would be held which would eliminate the need for exterior lightning.

As previously, stated we have hosted these events for the past many years at the Benjamin Ranch without incident and we look forward to working with your staff to help us facilitate a move to the property located in your fine City.

Sincerely,

Bob Faulkner
Ranch Entertainment, Inc.
President

BF/rg

FILE COPY

BENJAMIN EQUESTRIAN CENTER
RECEIVED JAN 10 2014

622 KENNETH ROAD

KC MO 64145

PAT MISEMER

12225 FAIRWAY

LEAWOOD, KS 66209

Dear Pat:

Thank you for calling me and sharing some of your concerns regarding our proposed building of an outdoor arena and track on the land that I own located on Prospect. Our goal is to be good neighbors and good citizens of the Belton community. Please find our response to your questions and concerns:

1. Trash created by events: We are proactive in picking up any trash generated by our guests. In addition to numerous trash and recycling receptacles located on site, we pay staff before, during and after events to pick up trash. It is known that Prospect has become a dumping grounds for trash and litter. The morning after each event our staff will make a sweep on Prospect and pick up any trash that we deem was caused by our event. We will do our part in keeping our neighborhood clean.
2. Permanent Structures: You mentioned you were not going to support us to build any permanent structures . We are building only an outdoor arena and track. We will use porti-potties and mobile food and beverage trailers for concession sales.

3. Attendance estimate: Our intent was to give an average estimate of what our past history has been at the Benjamin Ranch which was between 300 – 400 people. Obviously, we would hope that we can grow that number but realistically we cannot predict exactly what the high range number will be given the change of venue. I will tell you that at Benjamin the largest crowd that we have had is in the range of 900, we have also had many events that were 100 or less.
4. Traffic concerns: At Benjamin Ranch we never had a traffic problem. Normally one hour before the start of the event and one hour after the close of the event is when most of the traffic is generated. We will have off duty Belton police officers to handle the traffic which we feel will minimally affect any traffic flow on Prospect.
5. Approach improvements to property: We plan to comply with the city of Belton working through our engineer on the requirements to the entrance. We already know that we will have to improve the existing road to make it accessible for emergency vehicles.
6. Permanent usage: As you know we are working with the City of Belton on a special use permit. The city has indicated that the permit is subject to review on an annual basis. We welcome this review.
7. Gambling: Pat, it is illegal to gamble at race tracks in the state of Missouri. We have posted signage throughout the facility stating that it is illegal to bet on any races. Our announcer makes hourly announcements stating this to our crowd. We have always had uniformed police officers roaming through the venue during the event to make sure State of Missouri laws are observed and

enforced. The track is a practice track where match races are conducted. Each horse owner pays an entry fee and the winner takes all, similar to a rodeo or horse show. Some of our horse owners have had successful horses and have taken them on to different pari-mutuel tracks throughout the Midwest.

8. Security: We are proactive when it comes to security. In addition to uniform commissioned police officers we also have noncommissioned security personnel that searches every guest that attends the races after they have parked their car; all trucks, and trailers are also thoroughly searched for anything that might be deemed illegal. By being proactive, we can attest that we have not had any past incidents at the Benjamin Ranch.

Pat, our goal is to provide a safe and accessible facility for horse lovers and enthusiasts. All of the events that we will produce will be family events. The Benjamin Equestrian Center intends to benefit the City of Belton through increased tax revenues generated by our events and by providing a new resource that the City can take pride in.

We feel that we have found the best use for this property and look forward to operating in a professional manner. We welcome your input at any time and please do not hesitate to call.

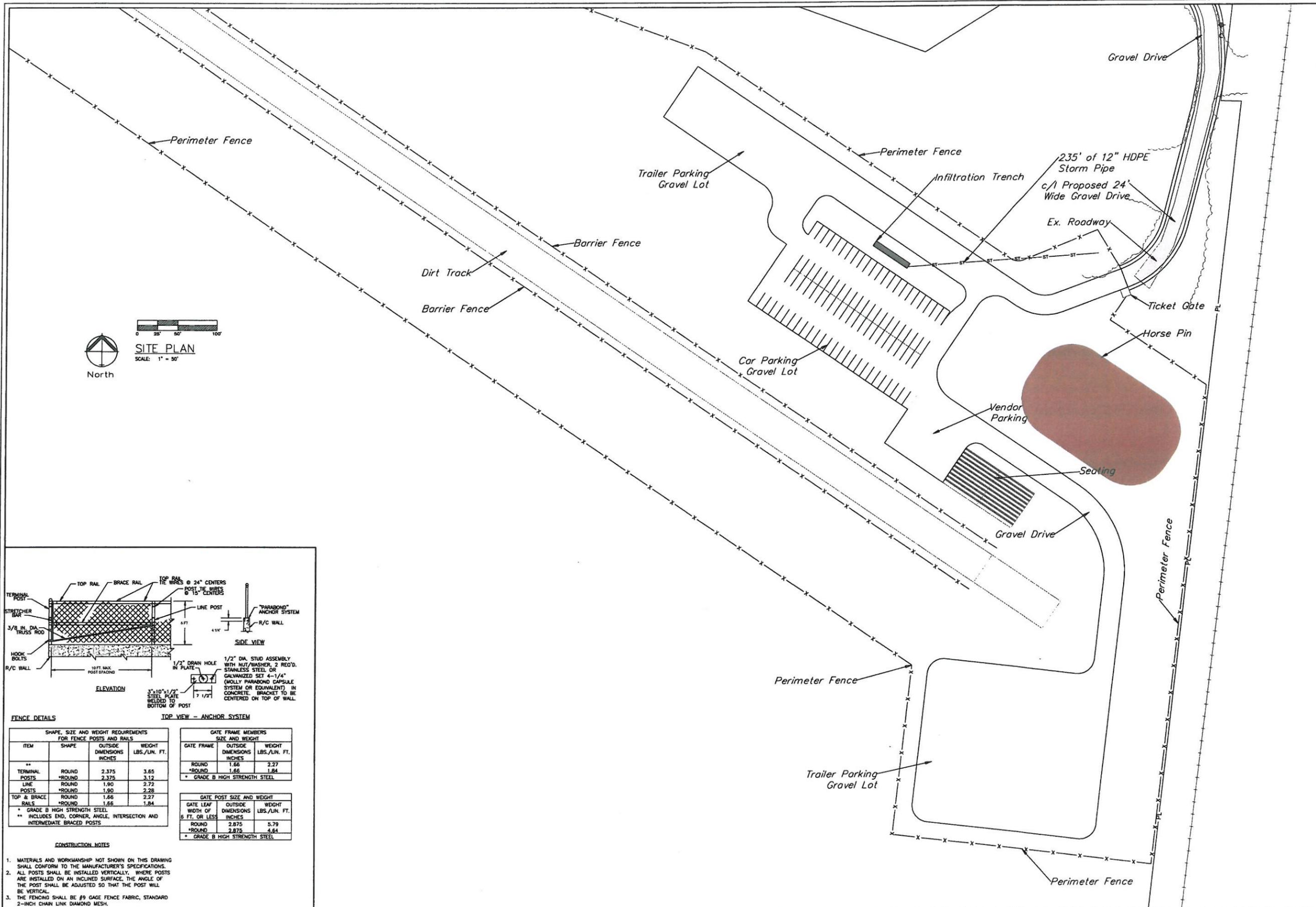
Sincerely,

Ben Benjamin

Bob Faulkner

Cf: Robert Cooper, city planner, Jay Leipzig, Planning Dir and Zach
Matteo City engr

Bb/bf/rg



FENCE DETAILS

TOP VIEW - ANCHOR SYSTEM

SHAPE, SIZE AND WEIGHT REQUIREMENTS FOR FENCE POSTS AND RAILS

ITEM	SHAPE	OUTSIDE DIMENSIONS INCHES	WEIGHT LBS./LIN. FT.
** TERMINAL POSTS	ROUND	2.375	3.65
	*ROUND	2.375	3.12
LINE POSTS	ROUND	1.90	2.72
	*ROUND	1.90	2.28
TOP & BRACE RAILS	ROUND	1.66	2.27
	*ROUND	1.66	1.84

GATE FRAME SIZE AND WEIGHT

GATE FRAME	OUTSIDE DIMENSIONS INCHES	WEIGHT LBS./LIN. FT.
ROUND	1.66	2.27
*ROUND	1.66	1.84

GATE POST SIZE AND WEIGHT

GATE LEAF WIDTH OF 6 FT. OR LESS	OUTSIDE DIMENSIONS INCHES	WEIGHT LBS./LIN. FT.
ROUND	2.875	5.79
*ROUND	2.875	4.64

CONSTRUCTION NOTES

- MATERIALS AND WORKMANSHIP NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE MANUFACTURER'S SPECIFICATIONS.
- ALL POSTS SHALL BE INSTALLED VERTICALLY. WHERE POSTS ARE INSTALLED ON AN INCLINED SURFACE, THE ANGLE OF THE POST SHALL BE ADJUSTED SO THAT THE POST WILL BE VERTICAL.
- THE FENCING SHALL BE #9 GAGE FENCE FABRIC, STANDARD 2-INCH CHAIN LINK DIAMOND MESH.

UDC AMENDMENT

**Planning Commission /
Board of Zoning Adjustment
Membership & Meeting Guidelines**



**PLANNING COMMISSION REGULAR MEETING
CITY HALL ANNEX, CITY COUNCIL ROOM
520 MAIN STREET
MONDAY, FEBRUARY 3, 2014 – 7:00 P.M.**

Robert G. Cooper, City Planner

CASE #TA14-02

Consideration of Text Amendment(s) to Section 2, Article(s) V-VI, of the Unified Development Code, regarding Board of Zoning Adjustment and Planning Commission membership and meeting guidelines.

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BACKGROUND

Currently, some of the language in these two code sections within the Unified Development Code does not accurately reflect the existing manner in which the city applies these codes towards administration and enforcement as well as making an effort to keeping the ordinance language clear and concise.

DRAFT – SUGGESTED ORDINANCE LANGUAGE

ARTICLE V. BOARD OF ZONING ADJUSTMENT

Section 2-116. Membership.

The Board of Zoning Adjustment consists of five members and up to three alternate Members who are citizens and residents of the City of Belton, Missouri, who have been appointed by the mayor with the advice and consent of a majority of the city council.

(1) *Terms.*

- a. The term of each of the members and alternates is five years.
- b. The term of each member begins August 1 of each year.
- c. At its August meeting, or the first meeting after August if no meeting is held in August, the board must annually elect one of its members to act as chair, another as vice-chair. The terms are for one year with eligibility for re-election.
- d. Alternate members will serve in the order of their appointment in the event a member(s) of the board of adjustment is not able to participate in a meeting due to absence or disqualification. If an alternate member begins as a member of the board for a particular case, they must serve as a member of the board until the case is concluded, even if the case is continued. The

absent or disqualified member will not participate in the case even if the case is continued.

- e. All members of the board will serve without compensation.
- f. The city council may remove any member only, for-cause, stated in writing. The mayor may, with the consent of the majority of the council members, remove any member for misconduct or neglect of duty. A member's unexcused absence from three consecutive regular meetings in a 12 month period constitutes neglect of duty.
- g. Vacancies. The mayor, with the approval of the majority of the city council, may fill vacancies for the remainder of any vacant term.
- h. Rules of Procedure. The board of adjustment has the authority to make rules and regulations for the proper conduct of its business.

Section 2-117. Meetings; Officers.

(a) Quorum. The presence of three members constitutes a quorum. A concurring vote of four members of the board is required to reverse any order, requirement, decision or determination of the community development director, or to decide in favor of the applicant on any matter upon which it is required to vote.

(b) Meetings.

- (1) Meetings of the board will be held at the call of the chair and at such other times as the board may determine necessary. The board must conduct a meeting on all requested appeals or variances within 60-days of submission of a completed application.
- (2) All meetings of the board are open to the public.
- (3) The chair, or in his/her absence the acting chair, may administer oaths and compel the attendance of witnesses.
- (4) The board must keep minutes of its proceedings, showing the vote of each member upon each question, as well as any members that are absent. The records of the boards' proceedings and actions must be filed in the office of the city clerk and these will be a public record.

(c) Powers and duties. The board of adjustment has the following powers and duties:

- (1) Unless otherwise specifically stated, to hear and make decisions on variances from the specific terms of this code; and
- (2) Unless otherwise specifically stated, to hear and decide appeals of decisions of the community development director, or any other official charged with making administrative decisions, interpreting, or enforcing this Unified Development Code.

ARTICLE VI. PLANNING COMMISSION

Section 2-137. Membership.

The Planning Commission shall be composed of a total of nine members, one of which shall be the mayor, one of which will be a representative from the governing body and seven of which shall be citizens and residents of the City of Belton, Missouri who have been appointed by the mayor with the advice and consent of a majority of the city council.

- (1) Terms.
 - (a) The term of each of the citizen members is three years.
 - (b) The term of each citizen member begins August 1 of each year.
 - (c) At its first August meeting, or the first meeting after August if no meeting is held in August, the commission must annually elect one of its citizen members to act as chair, another of its members to act as vice-chair. The terms are for one year with eligibility for re-election.
 - (d) All citizen members of the commission will serve without compensation.
 - (e) The city council may remove any citizen member, for cause, stated in writing. The mayor may, with the consent of the majority of the council members, remove any member for misconduct or neglect of duty. A member's unexcused absence from three consecutive regular meetings in a 12-month period constitutes neglect of duty.
- (2) Vacancies. The mayor, with the approval of the majority of the city council, may fill vacancies for the remainder of any vacant term.
- (3) Rules of Procedure. The planning commission has the authority to make rules and regulations for the proper conduct of its business in addition to Robert's Rules of Order.
- (4) *Quorum*. A majority of the members of the commission constitutes a quorum and no action of the commission is binding unless authorized by a majority of the full membership of the commission at a regular meeting or at a duly called special meeting. Special meetings may be called by the chair or by any two members of the commission upon giving written notice to the members of the commission at least three days before the date of the special meeting.

Section 2-138. Meetings.

- (a) The planning commission meets on the first and third Mondays of each month in the city hall.
- (b) All meetings are open to the public, except as permitted by law.
- (c) The commission must keep minutes of its proceedings, showing the vote of each member upon each question, as well as any members that are absent.

The records of the commission proceedings and actions must be filed in the office of the city clerk and these will be a public record.

Section 2-139. Powers and Duties.

The planning commission has the following powers and duties:

- (1) The powers and duties as authorized by RSMo. 89.300 through 89.491, as amended;
 - a. To hold public hearings and make recommendations on zoning map and text amendments;
 - b. To hold public hearings and make recommendations on planned unit developments;
 - c. To hold public hearings and make recommendations on preliminary plats;
 - d. To hold public hearings and make recommendations on easement and right-of-way vacations;
 - e. To make recommendations on final plats;
 - f. To hear appeals from certain subdivision requirements; to make decisions on site plan reviews;
 - g. To make recommendations on special use permits;
 - h. To place reasonable conditions upon approval;
 - i. To plan for the future development of the city by preparing the city growth Management plan;
 - j. To hold public hearings and consider adoption of special plans, including corridor studies and neighborhood plans;
 - k. To request city staff to conduct research on planning issues and questions and provide any necessary reports;
 - l. To study and propose plans and ordinances that would improve the public health, safety, or general welfare of the citizens of Belton;
 - m. To consider all public comments and testimony provided at public hearings during its deliberations of a development application;
 - n. To represent the citizenry of the City of Belton when reviewing development applications; and
 - o. To protect the public health, safety, and welfare from any potential impacts of new development.

The following Code Section(s) shall be stricken from the Unified Development Code:

ARTICLE V. BOARD OF ZONING ADJUSTMENT

Sec. 2-116. Membership.

The board of adjustment consists of five members and up to three alternate members who are citizens and residents of the City of Belton, Missouri.

(1) *Terms.*

- a. The term of each of the members and alternates is five years.
- b. At its August meeting, or the first meeting after August if no meeting is held in August, the board must annually elect one of its members to act as chair, another as vice-chair, ~~and another of its members to act as secretary.~~ The terms are for one year with eligibility for re-election.
- c. Alternate members will serve in the order of their appointment in the event a member(s) of the board of adjustment is not able to participate in a meeting due to absence or disqualification. If an alternate member begins as a member of the board for a particular case, they must serve as a member of the board until the case is concluded, even if the case is continued.
- d. All members of the board will serve without compensation.
- e. The city council may remove any member only for cause stated in writing, ~~and after public hearing.~~ The mayor may, with the consent of the majority of the council members, remove any member for misconduct or neglect of duty. A member's unexcused absence from three consecutive regular meetings in a 12 month period constitutes neglect of duty.

(2) *Vacancies.* The mayor, with the approval of the city council, may fill vacancies for the remainder of any vacant term.

(3) *Rules of procedure.* The board of adjustment has the authority to make rules and regulations for the proper conduct of its business, in addition to following Robert's Rules of Order.

Sec. 2-117. Meetings; officers.

(a) *Quorum.* The presence of three members constitutes a quorum. A concurring vote of four members of the board is required to reverse any order, requirement, decision or determination of the community development director, or to decide in favor of the applicant on any matter upon which it is required to vote.

(b) *Meetings.*

- (1) Meetings of the board will be held at the call of the chair and at such other times as the board may determine necessary. The board must conduct a meeting on all requested appeals or variances within 60 days of submission of a completed application.
- (2) All meetings of the board are open to the public.
- (3) The chair, or in his or her absence the acting chair, may administer oaths and compel the attendance of witnesses.

- (4) The board must keep minutes of its proceedings, showing the vote of each member upon each question, as well as any members that are absent. The records of the commission proceedings and actions must be **immediately** filed in the office of the city clerk and these will be a public record.
- (c) *Powers and duties.* The board of adjustment has the following powers and duties:
- (1) Unless otherwise specifically stated, to hear and make decisions on variances from the specific terms of this Code; and
 - (2) Unless otherwise specifically stated, to hear and decide appeals of decisions of the community development director, or any other official charged with making administrative decisions, interpreting, or enforcing this Unified Development Code.

ARTICLE VI. PLANNING COMMISSION

Sec. 2-137. Membership.

The planning commission shall be composed of a total of nine members, one of which will be a representative from the city council and the Mayor, and **two citizen members from each ward** citizens who have been appointed by the mayor with the advice and consent of a majority of the city council.

- (1) *Terms.*
 - a. The term of each of the citizen members is **four** three years.
 - b. The term of each citizen member begins **November** August 1 of each year.
 - c. At its first **November** August meeting, or the first meeting after **November** August if no meeting is held in **November** August, the commission must annually elect one of its citizen members to act as chair, another of its members to act as vice-chair, **and another of its members to act as secretary**. The terms are for one year with eligibility for re-election.
 - d. All citizen members of the commission will serve without compensation.
 - e. The city council may remove any citizen member for cause stated in writing **and after public hearing**. The mayor may, with the consent of the majority of the council members, remove any member for misconduct or neglect of duty. A member's unexcused absence from three consecutive regular meetings in a 12-month period constitutes neglect of duty.
- (2) *Vacancies.* Any vacancy in a membership will be filled through appointment by the city council.
- (3) *Rules of procedure.* The planning commission has the authority to make rules and regulations for the proper conduct of its business in addition to following Robert's Rules of Order.
- (4) *Quorum.* A majority of the members of the commission constitutes a quorum and no action of the commission is binding unless authorized by a majority of the full membership of the commission at a regular meeting or at a duly called special meeting. Special meetings may be called by the chair or by any two members of the commission upon giving written notice to the members of the commission at least three days before the date of the special meeting.

Sec. 2-138. Meetings.

- (a) The planning commission meets on the first and third **Tuesdays** Mondays of each month in the city hall.
- (b) All meetings are open to the public, except as permitted by law.
- (c) The commission must keep minutes of its proceedings, showing the vote of each member upon each question, as well as any members that are absent. The records of the commission proceedings and actions must be **immediately** filed in the office of the city clerk and these will be a public record.

Sec. 2-139. Powers and duties.

The planning commission has the following powers and duties:

- (1) The powers and duties as authorized by RSMo. 89.300 through 89.491, as amended;
- (2) To hold public hearings and make recommendations on zoning map and text amendments;
- ~~(3) Reserved;~~
- (4) To hold public hearings and make recommendations on planned unit developments;
- (5) To hold public hearings and make recommendations on preliminary plats;
- (6) To hold public hearings and make recommendations on easement and right-of-way vacations;
- (7) To make recommendations on final plats;
- (8) To hear appeals from certain subdivision requirements; to make decisions on site plan reviews;
- (9) To make recommendations on special use permits;
- (10) To place reasonable conditions upon approval;
- (11) To plan for the future development of the city by preparing the city growth management plan, including an annual review and update;
- (12) To hold public hearings and consider adoption of special plans, including corridor studies and neighborhood plans;
- (13) To request city staff to conduct research on planning issues and questions and provide any necessary reports;
- (14) To study and propose plans and ordinances that would improve the public health, safety or general welfare of the citizens of Belton;
- (15) To consider all public comments and testimony provided at public hearings during its deliberations of a development application;
- (16) To represent the citizenry of the City of Belton when reviewing development applications; and
- (17) To protect the public health, safety and welfare from any potential impacts of new development

STAFF RECOMMENDATION

Community Development supports the recommendation to approve amending Section 2, Article V-VI of the Unified Development Code.

PLANNING COMMISSION ACTION

1. Motion to recommend **Approval**, to amend Section 2, Article(s) V-VI, of the Unified Development Code;
2. Motion to recommend **Denial**, to amend Section 2, Article(s) V-VI, of the Unified Development Code;
3. Motion to **continue** the case pending additional information.

AN ORDINANCE AMENDING CHAPTER 2, ADMINISTRATION AND ENFORCEMENT, OF THE BELTON UNIFIED DEVELOPMENT CODE BY AMENDING ARTICLE V. BOARD OF ZONING ADJUSTMENT, SECTION 2-116 MEMBERSHIP; SECTION 2-117 MEETINGS; OFFICERS AND ARTICLE VI PLANNING COMMISSION, SECTION 2-137 MEMBERSHIP; SECTION 2-138 MEETINGS; AND SECTION 2-139 POWERS AND DUTIES.

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

WHEREAS, the Belton Planning Commission held a public hearing to solicit comment on the proposed amendments to the UDC at a regular meeting on February 3, 2014; and

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

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

Section 1. That Section 2-116 of the Belton Unified Development Code is hereby amended to read as follows with the addition of the underlined text, and the deletion of the stricken text:

Sec. 2-116. Membership.

The board of adjustment consists of five members and up to three alternate members who are citizens and residents of the City of Belton, Missouri who have been appointed by the mayor with the advice and consent of a majority of the city council.

(1) Terms.

a. The term of each of the members and alternates is five years.

b. The term of each member begins August 1 of each year

~~bc.~~ At its August meeting, or the first meeting after August if no meeting is held in August, the board must annually elect one of its members to act as chair, another as vice-chair, ~~and another of its members to act as secretary.~~ The terms are for one year with eligibility for re-election.

~~ed.~~ Alternate members will serve in the order of their appointment in the event a member(s) of the board of adjustment is not able to participate in a meeting due to absence or disqualification. If an alternate member begins as a member of the board for a particular case,

they must serve as a member of the board until the case is concluded, even if the case is continued. The absent or disqualified member will not participate in the case even if the case is continued.

d. All members of the board will serve without compensation.

e. The city council may remove any member only for cause stated in writing ~~and after public hearing~~. The mayor may, with the consent of the majority of the council members, remove any member for misconduct or neglect of duty. A member's unexcused absence from three consecutive regular meetings in a 12 month period constitutes neglect of duty.

(2) Vacancies. The mayor, with the approval of the majority of the city council, may fill vacancies for the remainder of any vacant term.

(3) Rules of procedure. The board of adjustment has the authority to make rules and regulations for the proper conduct of its business.

(UDC 2010, § 23.9; Ord. No. 2011-3753, § 1, 9-27-2011)

Section 2. That Section 2-117 of the Belton Unified Development Code is hereby amended to read as follows with the addition of the underlined text, and the deletion of the stricken text:

Sec. 2-117. Meetings; officers.

(a) Quorum. The presence of three members constitutes a quorum. A concurring vote of four members of the board is required to reverse any order, requirement, decision or determination of the community development director, or to decide in favor of the applicant on any matter upon which it is required to vote.

(b) Meetings.

(1) Meetings of the board will be held at the call of the chair and at such other times as the board may determine necessary. The board must conduct a meeting on all requested appeals or variances within 60 days of submission of a completed application.

(2) All meetings of the board are open to the public.

(3) The chair, or in his or her absence the acting chair, may administer oaths and compel the attendance of witnesses.

(4) The board must keep minutes of its proceedings, showing the vote of each member upon each question, as well as any members that are absent. The records of the commission proceedings and actions must be immediately filed in the office of the city clerk and these will be a public record.

(c) Powers and duties. The board of adjustment has the following powers and duties:

- (1) Unless otherwise specifically stated, to hear and make decisions on variances from the specific terms of this Code; and
- (2) Unless otherwise specifically stated, to hear and decide appeals of decisions of the community development director, or any other official charged with making administrative decisions, interpreting, or enforcing this Unified Development Code.

(UDC 2010, § 23.10)

Section 3. That Section 2-137 of the Belton Unified Development Code is hereby amended to read as follows with the addition of the underlined text, and the deletion of the stricken text:

Sec. 2-137. Membership.

The planning commission shall be composed of a total of nine members, one of which shall be the mayor, one of which will be a representative from the ~~city council~~Governing Body, and ~~twoseven of which shall be citizens~~ members from each ward and residents of the City of Belton, Missouri, who have been appointed by the mayor with the advice and consent of a majority of the city council.

- (1) Terms.
 - a. The term of each of the citizen members is four years.
 - b. The term of each citizen member begins ~~November~~ August 1 of each year.
 - c. At its first ~~November~~ August meeting, or the first meeting after ~~November~~ August if no meeting is held in ~~November~~ August, the commission must annually elect one of its citizen members to act as chair, another of its members to act as vice-chair, ~~and another of its members to act as secretary~~. The terms are for one year with eligibility for re-election.
 - d. All citizen members of the commission will serve without compensation.
 - e. The city council may remove any citizen member for cause stated in writing ~~and after public hearing~~. The mayor may, with the consent of the majority of the council members, remove any member for misconduct or neglect of duty. A member's unexcused absence from three consecutive regular meetings in a 12-month period constitutes neglect of duty.
- (2) Vacancies. The mayor, with the approval of the majority of the city council, may fill vacancies for the remainder of any vacant term. ~~Any vacancy in a membership will be filled through appointment by the city council.~~
- (3) Rules of procedure. The planning commission has the authority to make rules and regulations for the proper conduct of its business.
- (4) Quorum. A majority of the members of the commission constitutes a quorum and no action of the commission is binding unless authorized by a majority of the full membership of the commission at a regular meeting or at a duly called special meeting. Special meetings may be

called by the chair or by any two members of the commission upon giving written notice to the members of the commission at least three days before the date of the special meeting.

(UDC 2010, § 23.13)

Section 4. That Section 2-138 of the Belton Unified Development Code is hereby amended to read as follows with the addition of the underlined text, and the deletion of the stricken text:

Sec. 2-138. Meetings.

(a) The planning commission meets on the first and third ~~Tuesdays~~ Mondays of each month in the city hall.

(b) All meetings are open to the public, except as permitted by law.

(c) The commission must keep minutes of its proceedings, showing the vote of each member upon each question, as well as any members that are absent. The records of the commission proceedings and actions must be ~~immediately~~ filed in the office of the city clerk and these will be a public record.

(UDC 2010, § 23.14)

Section 5. That Section 2-139 of the Belton Unified Development Code is hereby amended to read as follows with the addition of the underlined text, and the deletion of the stricken text:

Sec. 2-139. Powers and duties.

The planning commission has the following powers and duties:

(1) The powers and duties as authorized by RSMo. 89.300 through 89.491, as amended;

(2) To hold public hearings and make recommendations on zoning map and text amendments;

~~(3)~~ Reserved;

~~(4)~~ To hold public hearings and make recommendations on planned unit developments;

~~(5)~~ To hold public hearings and make recommendations on preliminary plats;

~~(6)~~ To hold public hearings and make recommendations on easement and right-of-way vacations;

~~(7)~~ To make recommendations on final plats;

~~(8)~~ To hear appeals from certain subdivision requirements; to make decisions on site plan reviews;

~~(9)~~ To make recommendations on special use permits;

- (~~109~~) To place reasonable conditions upon approval;
- (~~110~~) To plan for the future development of the city by preparing the city growth management plan, including an annual review and update;
- (~~121~~) To hold public hearings and consider adoption of special plans, including corridor studies and neighborhood plans;
- (~~1312~~) To request city staff to conduct research on planning issues and questions and provide any necessary reports;
- (~~1413~~) To study and propose plans and ordinances that would improve the public health, safety or general welfare of the citizens of Belton;
- (~~1514~~) To consider all public comments and testimony provided at public hearings during its deliberations of a development application;
- (~~1615~~) To represent the citizenry of the City of Belton when reviewing development applications; and
- (~~1716~~) To protect the public health, safety and welfare from any potential impacts of new development.

(UDC 2010, § 23.15; Ord. No. 2011-3753, § 1, 9-27-2011)

Secs. 2-140—2-161. Reserved.

Section 6. That this Ordinance shall be in full force and effect from and after the date of its passage and approval.

Duly read two (2) times and passed this ___ day of _____, 2014.

Mayor Jeff Davis

Approved this ___ day of _____, 2014.

Mayor Jeff Davis

2013 Year in Review

2014 Priority Items



COMMUNITY & ECONOMIC DEVELOPMENT
Jay C. Leipzig, AICP
Director

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MEMORANDUM

TO: Chairman Girgin and the Belton Planning Commission

FROM: Jay Leipzig, AICP – Director of Community & Economic Development

DATE: February 3, 2014

RE: **2013 Year in Review for Planning Commission Activities & 2014 Priority Items.**

The following report provides an overview of activities of the Planning Commission for the City of Belton, Missouri. The report below comprises three (3) components: 1) An overview of Basic Statistics of the Planning Commission; 2) List of Major Accomplishments in 2013; and 3) List of Proposed Issues and Key Projects in 2014. This document can be used as a summary guide to reflect upon the accomplishments of the past year, and also to provide a basic schedule of items that will be brought forward for review in 2014.

An overview of basic statistics of the Planning Commission

- The Commission met 15 times in 2013.
- Nine (9) meetings were canceled due to no agenda items presented, or scheduling conflicts due to holidays.
- The Commission considered or discussed 29 cases during the year.
- The Commission held 15 public hearings for planning related items.
- The Commission reviewed eight (8) Special Use Permit applications. Two (2) applications were for digital signs; five (5) applications were for businesses - two (2) pet grooming, tropical sno, home childcare, and a horserace track; and one (1) was for the renewal of Heart-n-Hand Ministries.
- Three (3) text amendments were recommended for approval to the City Council.
- Two (2) applications for zone changes were received.
- Mike Van Eaton resigned from the Commission in November of 2012- this vacancy was filled by Chuck Crate in March of 2013. Jeff Fletcher was elected to the City Council and resigned from the Commission - Steve Finn was appointed in April of 2013 to fill this vacancy.

List of Major Accomplishments in 2013 (In Chronological Order when originally discussed)

- Review and recommendation of approval for text amendments to Section 22-18(a-b) of the Unified Development Code (UDC) regarding Maintenance of Landscaping / Tree Topping.
- Review and recommendation of approval of a vacation of right-of-way on the east side of North Scott in conjunction with the Kingsland to 155th Stormwater Improvement Project.
- Review and recommendation of approval for text amendments to Article II, Section(s) 34-33 and 34-34, and 36-113, of the UDC regarding the vacation of public ways.
- Review and recommendation of revocation of a Special Use Permit (SUP) for a used car dealership (Brand Use Auto Sales) to operate at 307 Chestnut.
- Review and recommendation of approval of an SUP to allow a pet grooming business to operate at 416 Main Street.
- Review and recommendation of approval of an SUP extension to allow Heart-n-Hand Ministries to continue to operate at 122 Lillard.
- Discussion items - Buildable lot inventory, and 71 Highway / I-49 address conversion.
- Review and recommendation of approval of an SUP for Belton Regional Medical Center digital signs.
- Discussion items - Manufactured Home Provisions and a dog park.
- Review and approval of the Highway Y Commercial Preliminary Plat and Preliminary Development Plan.
- Review and recommendation of approval of an SUP for a Tropical Sno stand at 209 E. North.
- Review and recommendation of approval of a Zone Change at 401 N. Scott from R-3 to M-1 and C-2.
- Review and recommendation of approval of amendments to the UDC to include the adoption of the Public Works Design and Construction Manual.
- Presentation - Markey Parkway and the Markey Regional Detention options.
- Review and recommendation of approval of a Zone Change from M-1 to R-3A for property located on Cunningham Industrial Parkway.

- Review and recommendation of approval an SUP to allow a digital pricing sign at 1307 E. North.
- Discussion - Building incentives.
- Review and recommendation of approval of an SUP for a home childcare business at 307 Hargis Lane.
- Review and approval of a Preliminary Plat and Preliminary Development Plan for Belton Gateway.
- Presentation - Design concept for the North Scott Corridor.
- Review and recommendation of approval of the Capital Improvement Plan.
- Review and recommendation of approval for an SUP to allow a pet grooming, pet retail sales, and pet boarding business to operate at 507 - 511 Main Street.
- Review and recommendation of approval of a Final Plat and Final Development Plan for Belton Gateway.
- Review and preliminary approval of an SUP submitted by Benjamin Enterprises for a horserace track in the 16000 block of S. Prospect.
- Discussion - Markey Regional Detention Fee Program.

List of Proposed Issues and Key Projects in 2014

The following proposed issues are recommended to be discussed with the Planning Commission. In addition to those items described below, there will be additional projects submitted by private developers. Private development projects include potential tax increment financing applications, zoning changes, lot-splits, plat revisions and preliminary / final development plans.

- Discussion of possible text amendments regarding separation requirements and further restrictions on liquor and tobacco shops.
- Discussion of text amendments regarding the Markey Parkway Regional Detention Area and the payment in lieu of fee.
- Review and recommendation of approval for the Belton Capital Improvement Plan.
- Discussion of an Annexation Plan and Strategy for proposed development areas.
- Develop a Markey Business Park Plan.

- Develop future Transportation Development Districts (TDDs) for the alignment of the undeveloped portions of the proposed Markey Parkway.
- Develop a North Scott Corridor Plan with design guidelines and financial incentives for property improvements.
- Develop a Neighborhood Problem Solving Guide with key contacts for City services.
- Review and examine all permit fees associated with Community Development for possible review and updating.
- Establish a 353 Rehabilitation/Renovation Program for Old Town Belton in association with Downtown Belton Main Street, Inc.
- Revision and refinement of Enhanced Enterprise Zone incentives.
- Begin Preparatory Work for a Comprehensive Plan Update.
- Staff will also be developing and refining several internal processes, including:
 - 1) Continue to develop a library of planning and community development materials about Belton. (On-going)
 - 2) Continue to refine the Plan Review Process to ensure consistency. (On-Going)