

**Minutes of Meeting
Belton Planning Commission
City Hall Annex, 520 Main Street
January 6, 2020**

CALL TO ORDER

Chairman Girgin called the meeting to order at 6:00 p.m.

ATTENDANCE

Commission: Chairman Girgin, Mayor Jeff Davis, Councilman Chet Trutzel, Commissioners Sally Davila, Scott Swaggart, Tim McDonough and RJ Warren

Absent: Commissioners Kelly Monaghan-Bass and Kara Anderson

Staff: Dave Clements, Planning and Building Director; and Ashley Scherer, Development Technician

Guests: Tyler Sallee, Sallee Homes, Inc., 3730 NE Troon Drive, Lee's Summit, Missouri 64064

MINUTES

Councilman Trutzel moved to approve the December 2, 2019, Planning Commission meeting minutes. Commissioner Warren seconded the motion. All members present voted in favor, and the motion carried.

NON-PUBLIC HEARING – Consideration of a Final Development Plan of the Traditions Villas located at the northeast corner of Mullen Road and Sycamore Drive in the Traditions Planned Unit Development.

Mr. Clements gave a summary of the staff report. The staff report is attached as **Exhibit A**.

The Commission had many questions regarding the widening of Mullen Road and the Home Owners Association as follows:

- The widening of Mullen Road was incorporated into the plans for the Traditions Villas.
- The Traditions Villas will be included in the Home Owners Association.

Councilman Trutzel moved to approve the plan with the following conditions:

1. The Final Development Plan for Traditions Villas is hereby approved, as shown on Final Site Development Plan by Schlagel & Associates, dated 12/13/19.
2. Trash enclosures shall be masonry construction to match the buildings, with additional landscaping around the enclosures.
3. Submit details of the proposed carports on the Final Development Plan. Roofing materials on the carports shall match the villas.
4. Designate the storm shelters on the rear elevation/patio areas of each unit.

The motion was seconded by Commissioner McDonough. When a vote was taken, the following was recorded:

Ayes: 7 – Chairman Girgin, Mayor Jeff Davis, Councilman Chet Trutzel, Commissioners Sally Davila, Scott Swaggart, Tim McDonough and RJ Warren

Noes: 0 – None

Absent: 2 – Commissioners Kelly Monaghan-Bass and Kara Anderson

NON-PUBLIC HEARING – Consideration a Final Plat for Traditions Villas – 1st Plat located at the northeast corner of Mullen Road and Sycamore Drive in the Traditions Planned Unit Development.

Mr. Clements gave a summary of the staff report. The staff report is attached as **Exhibit B**.

Commissioner Warren moved to approve the plan with the following conditions:

1. The final plat for Traditions Villas, 1st Plat, dated 10/18, 2019, by Schlager & Associates is approved as submitted.
2. The final plat shall be recorded within one year of City Council approval or the approval of the plat shall be considered null and void

The motion was seconded by Commissioner McDonough. When a vote was taken, the following was recorded:

Ayes: 7 – Chairman Girgin, Mayor Jeff Davis, Councilman Chet Trutzel, Commissioners Sally Davila, Scott Swaggart, Tim McDonough and RJ Warren

Noes: 0 – None

Absent: 2 – Commissioners Kelly Monaghan-Bass and Kara Anderson

The item will be forwarded to City Council.

NON-PUBLIC HEARING – Consideration of the approval of the 2020 Development Review Schedule

Mr. Clements presented the Planning Commission with the 2020 Development Review Schedule. The 2020 Development Review Schedule is attached as **Exhibit C**.

DIRECTOR'S REPORT

- Mr. Clements reported that many of the code enforcement violations at 230 East North Avenue have been corrected. A court date has been set for February 12, 2020 to address the items that were not corrected within the given timeframe.

NEXT MEETING DATE: February 3, 2020

ADJOURNMENT

Commissioner McDonough moved to adjourn the meeting. The motion was seconded by Commissioner Warren. All voted in favor, and the meeting adjourned at 6:23 p.m.

EXHIBIT A
FINAL DEVELOPMENT PLAN
TRADITIONS VILLAS
BELTON PLANNING COMMISSION
MONDAY, JANUARY 6, 2020 – 6:00 P.M.
CITY HALL ANNEX BUILDING – 520 MAIN STREET

APPLICATION

Property Owner/Applicant-Sallee Real Estate Investments, LLC./Tyler Sallee

Engineer-Schlagel & Associates, PA/Dan Foster

Location-The property is located just east of the northeast corner of Mullen Road and Sycamore Drive, in the Traditions Planned Unit Development.

Request-The application was filed for approval of a Final Development Plan to permit the development of the Traditions Villas, consisting of 36 one-story villa units in six buildings for residents 55 years or older.

BACKGROUND

The Traditions Planned Unit Development was approved in 2006. This is a 113-acre mixed-use R-3 PUD including single-family homes, multi-family units and future commercial development. In 2017, a revised plan was approved that included the 4.36 acre subject site for the proposed Villa home development.

This application was filed to permit to development of the Traditions Villas, an age restricted community as part of the PUD. The Final Development Plan provides for 36 one-story villa units in six buildings. These are proposed to be two-bedroom units of approximately 868 square feet. The final development plan includes a colored perspective drawing that shows architectural detail, building materials and colors. The development plan also includes a community building of approximately 2000 square feet. The community building design is identical to the villa units.

The applicant has prepared the following narrative to provide information on the plan:

Sallee Development, one of the most solid and reputable developers from the Greater Kansas City Area, is proposing a newly constructed Senior Development in The Traditions community. The proposal to build Traditions Villas, a community for seniors age 55 and older in Belton, MO, is a very exciting opportunity for the senior citizens of your community.

The Traditions Villas community will provide exceptional housing with opportunities and services that allow senior residents to gracefully and comfortably age in place. Senior residents will not only feel at home but they will be at home for many years to come.

The newly constructed garden level spacious, two-bedroom villa will feature low maintenance vinyl siding and trim, Energy Star windows, and eye-catching stone/brick veneer. This community will have covered patios at both the front and rear to encourage neighborhood fellowship and patio gardening. The residents will not only feel at home but they will be at home with many other beautiful touches. The floorplans will offer a front porch and back patio, living area, dining area, bathroom centrally located, modern kitchen with full refrigerator, oven, range and fully equipped laundry area, two spacious bedrooms with ample closet space. Upon entry, residents will find the floor plan to be most accommodating in their two-bedroom villa. The full bath is in equal distance from each room making for ease of everyday use. The bedrooms are soundly separated by the full-bath which allows for a quiet and private setting for each resident or guest. The kitchen will have a space saving layout in close proximity to the laundry area and dining room which will allow for short distances between routinely visited areas throughout the villa. Each villa will also have an enclosed storm shelter located near the rear patio.

The site plan is a mix of 4, 5 and 6-plex garden level residential buildings and a community building to include onsite management and maintenance staff offices and community gathering space. Additional features include ample green space and parking.

Amenities include garden level buildings for ease of access for senior residents in all stages of mobility, fully equipped kitchens and laundry rooms, energy efficiency, water/sewer/trash paid by owner, community gathering space, onsite management staff, and off-street parking. Options for covered parking will also be available to each resident.

This community will complement the growing development in the area perfectly. It will not interfere with homes being built for families because it is catering to seniors that are entering retirement years and prefer maintenance free living. The residents of the Villas will likely be the senior relatives of those families purchasing in neighboring single family home development. There is a proven need for affordable senior housing in Belton. Citizens want to remain in the community they call home. Traditions Villas is located only 3 blocks from the main thoroughfare which takes you to everything in town including all of the local conveniences. The city zoning perspective fits nicely. It's all about housing the people in the community. Traditions Villas will offer something perfectly designed that is new and accessible for the people that need it most.

The Final Development Plan is noted as Phase I on the plan set. Future Phases II and III are shown for informational purposes. These phases will be subject to Planning Commission review and approval at a future date.

PROPOSED FINAL PLAN/COMPLIANCE WITH THE PUD STANDARDS AND ZONING REGULATIONS

The Final Development Plan meets all requirements of the Unified Development Code (UDC).

Subject Property: The property is a 4.36 acre parcel at the northeast corner of Mullen Road and Sycamore Drive. The property is zoned a R-3 Planned Unit Development. The location of the Villas was approved as part of a revised plan in 2017.

Proposed Development: The applicant is proposing to construct 36 one-story, two-bedroom units in six buildings. The plan includes a community center and open space and trails and sidewalks to serve the development. Two future phases of development are shown on the plan to demonstrate the full scope of the Villa concept in the Traditions.

Compliance with PUD Requirements and R-3 Standards: The development meets all setback, building coverage and building height and lot area requirements of the R-3 Multiple-Family Residence District. The net density is 9 units per acre. The UDC requires 1.5 parking spaces per unit for multi-family development or 54 spaces for the 36 units. There are 95 parking spaces proposed, including 12 carport spaces for residents who might opt for covered parking. The parking spaces meet all dimensional requirements for length, width and maneuvering.

There are locations of shared trash enclosures on the plan. These enclosures will need to be constructed of masonry materials to match the buildings, with and appropriate screening/landscaping.

The Final Development Plan also meets all the requirements of the Traditions PUD. The plan includes sidewalks, trails and open space to meet the PUD standards.

A land-use analysis and site data table is found on Site Plan sheet C-1.

Building Design: There are no specific building design requirements for the R-3 Multiple-Family Residence District. However, the UDC does require certain design elements and amenities in a planned unit development. The original Traditions PUD included photographs of required building materials for multi-family areas of the development. The proposed six-unit buildings and the community building feature pitched roofs, brick and stone veneer on the front and side elevations, maintenance free siding, covered front porches and rear patios. These elements meet the criteria of the original PUD. Storm shelters are provided for each unit on the rear patio.

The proposed design is consistent with existing the four-unit townhomes buildings in the PUD. The design is also compatible with the materials used in the nearby single-family homes.

Landscaping: A landscape plan was submitted with the Final Development Plan. The landscape plan meets the requirements of the UDC. The plan exceeds the required 30 percent total landscape area, and provides the required shade trees, parking lot landscaping, and street trees. The design also includes a landscape buffer behind the Buildings #4 and #6 that provides attractive screening of the abutting utility right-of-way.

Streets/access: Access to the site would be from a driveway entrance on the north side Sycamore Drive, leading to the Villas private roads and parking areas. Future Phases II and III would have access from Mullen Road.

Utilities: The final plan includes a utility plan for water and sanitary sewer to serve the site. Staff has reviewed the utility plan and determined that the plan provides adequate public facilities.

Detention: The Traditions PUD included area-wide stormwater management and detention thru existing and new detention areas. The applicant has designed the stormwater system to meet the detention requirements of the PUD.

STAFF RECOMMENDATION

The staff recommends approval of the request for a Final Development Plan for Traditions Villas, as noted in the staff report and indicated on the final development plan. The recommendation is subject to the following conditions:

5. The Final Development Plan for Traditions Villas is hereby approved, as shown on Final Site Development Plan by Schlagel & Associates, dated 12/13/19.
6. Trash enclosures shall be masonry construction to match the buildings, with additional landscaping around the enclosures.
7. Submit details of the of the proposed carports on the Final Development Plan. Roofing materials on the carports shall match the villas.
8. Designate the storm shelters on the rear elevation/patio areas of each unit.

PLANNING COMMISSION ALTERNATIVES

1. Motion to **approve** a Final Development Plan for Traditions Villas.
2. Motion to **deny** a Final Development Plan for Traditions Villas.
3. Motion to continue the application for further information.

ATTACHMENTS

1. Traditions Villas-Final Development Plan-6 pages.
2. Area Map.

EXHIBIT B

**FINAL PLAT
TRADITIONS VILLAS-1st PLAT
BELTON PLANNING COMMISSION
MONDAY, JANUARY 6, 2020 – 6:00 P.M.
CITY HALL ANNEX BUILDING – 520 MAIN STREET**

CASE #FP20-01

Property Owner-Sallee Real Estate Investments, LLC

Engineer/Surveyor-Schlagel & Associates P.A./Dan Foster, David Rinne

Location- The property is located just east of the northeast corner of Mullen Road and Sycamore Drive.

Request-The application was filed for approval of a **Final Plat** for Traditions Villas-1st Plat.

BACKGROUND

A final development plan was filed for approval of the Traditions Villas, a development consisting of 36 one-story villa units in six buildings for residents 55 years or older.

The Traditions Planned Unit Development was approved in 2006. This is a 113-acre mixed-use R-3 PUD including single-family homes, multi-family units and future commercial development. In 2017, a revised plan was approved that included the 4.14-acre subject site for the proposed Villa home development.

The proposed Traditions Villas-1st Plat was filed to accompany review and approval of the Final Development Plan.

PROPOSED FINAL PLAT

The Final Plat is consistent with the final development plan as submitted to the Planning Commission.

Lots and blocks-This is a one-lot final plat of 4.14 acres designed for construction the proposed Villa units. The plat meets all the Final Plat requirements of Section 36-35 of the Unified Development Code.

Access/Streets-Access to the property would be with a new driveway entrance on the north side of Sycamore Drive. This will be a private driveway leading to the parking areas of the first phase Villa units.

Easements-The final plat includes locations and appropriate language for public utility easements and landscape easements.

General Plat Information-The plat includes all required general information including the legal description, lot numbers and dimensions, right-of-way designation, signature certificates, and surveyor credentials.

STAFF RECOMMENDATION

The staff recommends approval of the application for a Final Plat for Traditions Villas, 1st Plat as the final plat is consistent with the final development plan. The plat meets all final plat requirements of Section 36-35 of Unified Development Code.

The recommendation is subject to the following conditions:

3. The final plat for Traditions Villas, 1st Plat, dated 10/18, 2019, by Schlagel & Associates is approved as submitted.
4. The final plat shall be recorded within one year of City Council approval or the approval of the plat shall be considered null and void.

PLANNING COMMISSION ALTERNATIVES

4. Motion to **approve** a Final Plat for Traditions Villas, 1st Plat.
5. Motion to **deny** a Final Plat for Traditions Villas, 1st Plat.
6. Motion to continue the application pending additional information.

ATTACHMENTS

1. Final Plat-Traditions Villas-1st Plat
2. Location Map

EXHIBIT C

2020 BELTON PLANNING COMMISSION AND DEVELOPMENT REVIEW SCHEDULE

Schedule	Development Application Deadline Thursday (noon)	Comments to Applicant Thursday	(Optional) Applicants Meeting Wednesday	Applicant's revised plans due Thursday (noon)	Public Notice deadline for newspaper - Friday	Applicant mails letters; Public Notice Posted in Newspaper on Friday	PC Packets Posted Online Wednesday	PC Meeting - Monday, 6:00 p.m.	City Council Meeting - Tuesday, 7:00 p.m. First Reading	City Council Meeting - Tuesday, 7:00 p.m. Second Reading
A	9-Jan	30-Jan	5-Feb	13-Feb	21-Feb	28-Feb	11-Mar	16-Mar	14-Apr	28-Apr
B	23-Jan	13-Feb	19-Feb	27-Feb	13-Mar	20-Mar	1-Apr	6-Apr	28-Apr	12-May
C	13-Feb	5-Mar	11-Mar	19-Mar	27-Mar	3-Apr	15-Apr	20-Apr	12-May	26-May
D	27-Feb	19-Mar	25-Mar	2-Apr	10-Apr	17-Apr	29-Apr	4-May	26-May	9-Jun
E	12-Mar	9-Apr	15-Apr	23-Apr	1-May	8-May	27-May	1-Jun	23-Jun	14-Jul
F	26-Mar	23-Apr	29-Apr	7-May	15-May	22-May	10-Jun	15-Jun	14-Jul	28-Jul
G	9-Apr	7-May	13-May	21-May	29-May	5-Jun	1-Jul	6-Jul	28-Jul	11-Aug
H	23-Apr	21-May	27-May	4-Jun	12-Jun	19-Jun	15-Jul	20-Jul	11-Aug	25-Aug
I	14-May	11-Jun	17-Jun	25-Jun	3-Jul	10-Jul	29-Jul	3-Aug	25-Aug	8-Sep
J	28-May	25-Jun	1-Jul	9-Jul	10-Jul	17-Jul	29-Jul	3-Aug	25-Aug	8-Sep
K	25-Jun	23-Jul	29-Jul	6-Aug	14-Aug	21-Aug	16-Sep	21-Sep	13-Oct	27-Oct
L	9-Jul	6-Aug	12-Aug	20-Aug	28-Aug	4-Sep	16-Sep	21-Sep	13-Oct	27-Oct
M	23-Jul	20-Aug	26-Aug	3-Sep	11-Sep	18-Sep	30-Sep	5-Oct	27-Oct	10-Nov
N	13-Aug	10-Sep	16-Sep	24-Sep	2-Oct	9-Oct	28-Oct	2-Nov	24-Nov	8-Dec
O	27-Aug	24-Sep	30-Sep	8-Oct	16-Oct	16-Oct	28-Oct	2-Nov	24-Nov	8-Dec
P	10-Sep	8-Oct	14-Oct	22-Oct	30-Oct	6-Nov	2-Dec	7-Dec	22-Dec	12-Jan
Q	24-Sep	22-Oct	28-Oct	5-Nov	13-Nov	20-Nov	2-Dec	7-Dec	22-Dec	12-Jan
R	8-Oct	5-Nov	18-Nov	19-Nov	27-Nov	4-Dec	16-Dec	21-Dec	12-Jan	26-Jan
S	22-Oct	19-Nov	25-Nov	3-Dec	11-Dec	18-Dec	30-Dec	4-Jan	26-Jan	9-Feb
T	12-Nov	10-Dec	16-Dec	23-Dec	31-Dec	8-Jan	27-Jan	1-Feb	23-Feb	9-Mar
U	26-Nov	23-Dec	30-Dec	7-Jan	15-Jan	22-Jan	10-Mar	15-Feb	9-Mar	23-Mar
V	10-Dec	7-Jan	13-Jan	21-Jan	29-Jan	5-Feb	24-Feb	1-Mar	23-Mar	13-Apr
W	23-Dec	14-Jan	20-Jan	28-Jan	5-Feb	12-Feb	24-Feb	1-Mar	23-Mar	13-Apr
X	14-Jan	4-Feb	10-Feb	18-Feb	26-Feb	5-Mar	31-Mar	5-Apr	27-Apr	11-May
Y	28-Jan	18-Feb	24-Feb	4-Mar	12-Mar	19-Mar	31-Mar	5-Apr	27-Apr	11-May
Z	11-Feb	4-Mar	10-Mar	18-Mar	26-Mar	2-Apr	14-Apr	19-Apr	11-May	25-May

*Note: The first Planning Commission meeting each month is the primary meeting date.