

**Minutes of Meeting  
Belton Planning Commission  
Electronic Zoom Meeting  
City Hall Annex, 520 Main Street  
May 4, 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 Tim McDonough, Tom MacPherson, Kelly Monaghan-Bass, Kara Anderson and RJ Warren

*Absent:* Commissioner Sally Davila

*Staff:* Dave Clements, Planning and Building Director; and Madison Smith, Development Technician

*Guests:* Patrick Joyce – Project Manager, Anderson Engineering  
Michael Moores – Project Architect

**MINUTES**

Councilman Trutzel moved to approve the March 2, 2020, Planning Commission meeting minutes. Commissioner Monaghan-Bass seconded the motion. All members present voted in favor, and the motion carried.

**NON-PUBLIC HEARING** – Consideration of a Final Development Plan located at 312 Main Street, to permit the construction of a new 8,400 square foot building for the Fraternal Order of Eagles, in the Old Town Belton Overlay District.

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

The Commission had many questions regarding the removal of the off-street parking requirement, the plans for the existing building, and the hours of operation for the club.

- Waiving the parking requirement would not have an adverse effect due to the different days and hours of operation.
- We are not completely aware of the hours of operation. They are not open to the public, only to members.
- Many communities do not require off-street parking in their Central business district.
- Extra parking in other places nearby.
- There are no plans to operate in the old building.

Councilman Trutzel moved to approve the Final Development Plan for Fraternal Order of Eagles.

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

Ayes: 8 – Chairman Girgin, Mayor Jeff Davis, Councilman Chet Trutzel, Commissioners RJ Warren, Kelly Monaghan-Bass, Tom MacPherson, Kara Anderson, and Tim McDonough

Noes: 0

Absent: 1 – Commissioner Sally Davila

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

- Mr. Clements reported that staff has been sheltering in place since the Mayor's Stay at Home Order went out. We have seen significant construction activity going on. Code Enforcement is still a priority, and our efforts have not seized. City Manager, Alexa Barton, reported that we appreciate staff's commitment. We are asking employees to follow social distancing guidelines and wear a mask when out in public. We will revisit opening City Hall on May 15.

**NEXT MEETING DATE:** June 8, 2020

#### **ADJOURNMENT**

Commissioner McDonough moved to adjourn the meeting. The motion was seconded by Commissioner Anderson. All voted in favor, and the meeting adjourned at 6:25 p.m.

# **EXHIBIT A**

**FINAL DEVELOPMENT PLAN  
FRATERNAL ORDER OF EAGLES CASS COUNTY  
BELTON PLANNING COMMISSION  
ELECTRONIC MEETING  
MONDAY, MAY 4, 2020 – 6:00 P.M.  
CITY HALL ANNEX BUILDING – 520 MAIN STREET**

## **APPLICATION**

*Property Owner/Applicant-* Fraternal Order of Eagles/Jeff Shaw

*Engineer-* Anderson Engineering/Patrick Joyce

*Architect-* Michael Moores

*Location-* The property is located at 312 Main Street

*Request-* **The application was filed for approval of a Final Development Plan to permit the construction of an 8,400 square foot new building for the Fraternal Order of Eagles, in the Old Town Belton Overlay District.**

## **BACKGROUND**

The property at 312 Main Street is owned by the Fraternal Order of Eagles (Eagles), and the location currently serves as a parking lot for their existing club. The Eagle filed this application to permit the construction of a new building for their fraternal club and operations.

The applicant submitted the following project narrative to further explain their operation and details of the proposed building:

*The Belton chapter of the Fraternal Order of Eagles was started in 2006, and it has had a steady presence on Main Street of Belton's Olde Town District ever since. 'People helping people' is a phrase that the Eagles live by in supporting their community. They are very active in contributing to charitable organizations and events, such as; Hope House, The Special Olympics, and Bikers, Blues and BBQ- an annual event to benefit the Belton special education program. The purpose of the project is to foster growth in memberships, which would allow the Eagles to increase their contributions to the community as a whole.*

*The project is a new 8,400 square foot facility that will include an event space, bar, gaming areas, and a kitchen to support the club's events. The exterior colors and materials will be compatible with those found along Main Street, including brick, stucco, and awnings over the storefront windows.*

## **PROPOSED FINAL PLAN/COMPLIANCE WITH ZONING REGULATIONS, DISTRICT GUIDELINES**

*Subject Property:* The property is a 0.443-acre parcel at the southwest corner of Main Street and Chestnut Street. The property is zoned a C-1 Neighborhood Commercial District. This location on Main Street is in the area of the Old Town Belton Overlay District.

*Proposed Development:* The applicant is proposing to construct an 8,400 square foot building consisting of a full-service kitchen, event space, bar and gaming area. This new facility would provide the Eagles with a more full-service community operation.

This would be a one-story building with the front entrance on Main Street. The public alley behind the building would allow loading and a location for a trash enclosure.

*Compliance with Old Town Belton Overlay District/Design Guidelines:* The Old Town Belton Overlay District and Design Guidelines (OTB) were approved in 2011. The district and guidelines were prepared to provide an overlay for development standards in the central business district working in conjunction with the standards of the Unified Development Code. The guidelines focus on architectural features and materials and provide standards for renovation of existing buildings and new construction.

New construction in the overlay district shall be in the manner consistent with the scale, massing, and character of the Main Street corridor. Building facades should be constructed of materials and have architectural styles compatible with surrounding buildings. Brick, stone and stucco are encouraged for use as primary building materials.

The proposed building design meets the guidelines of the OTB. Elevation drawings are shown on pages A2 and A3 of the plan set. The drawings include a colored elevation. The front elevation faces Main Street, and the northwest elevation faces Chestnut Street. These are the primary elevations, and materials include modular brick, stucco, storefront glass, canvas canopies and wall scones. The southwest elevation abutting the alley includes stucco and brick. These materials and features meet the design guidelines of the OTB.

The proposed design is consistent surrounding buildings, meeting objectives of the plan.

*Compliance with C-1 Requirements:* The property is zoned a C-1 Neighborhood Commercial District. This zoning district is designed to provide small-scale office, retail and service uses to serve the immediate area. The C-1 district works in conjunction with the overlay district to provide regulations for development.

The OTB requires a 10-foot front setback. The applicant is proposing a zero-foot front setback in order to match the existing setbacks of other building on Main Street.

There is also a requirement for off-street parking spaces for the proposed building. Eagles is requesting this parking requirement be waived. Eagles is open to members only two nights a week, and there are no daily hours of operation. During Eagles membership hours, there is sufficient on-street parking due to the fact that nearby uses are closed. Waiving the parking requirement would not have any adverse impact on the area. It is worth noting that many communities do not require off-street parking in their central business districts as an incentive to development and to encourage shared parking and street-level pedestrian activity.

Additional details of the plan are shown on Pages 1 and A-1 of the plan set.

*Landscaping:* A new landscape buffer is proposed along Chestnut Street. This meets the requirements for foundation plantings. Due to the location of the sidewalk and building setback, there is no area available for plantings on Main Street.

*Streets/access:* Access to the site would be from the existing alley behind the building. No new driveways or streets are proposed.

*Utilities:* There are adequate public facilities for the new building.

*Detention:* There is no requirement for stormwater management with the building. The new building provides less impervious surface than the existing parking lot.

### **STAFF RECOMMENDATION**

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

1. The Final Development Plan for Fraternal Order of Eagles is hereby approved, as shown on Final Site Development Plan by Anderson Engineering, dated 2/7/20, and elevations by M Design, dated 2/7/2020.
2. Trash enclosures shall be constructed of materials to match the buildings.
3. Any rooftop mechanical equipment shall be screened.
4. The Final Development plan includes a reduction of the front setback to zero feet, and a waiver of the off-street parking requirement.

### **PLANNING COMMISSION ALTERNATIVES**

1. Motion to **approve** a Final Development Plan for Fraternal Order of Eagles.
2. Motion to **deny** a Final Development Plan for Fraternal Order of Eagles.
3. Motion to continue the application for further information.

### **ATTACHMENTS**

1. Eagles-Final Development Plan- 4 pages.
2. Location Map.