

REQUEST FOR PROPOSALS (RFP)

***RESIDENTIAL
DEVELOPMENT
IN WEST BELTON***

NOVEMBER 21, 2025

CITY OF BELTON

Community Development Department

520 Main St, Belton, MO 64012

816.331.4331 | www.Belton.org



PROJECT OVERVIEW



INTRODUCTION

The Request for Proposals (“RFP”) is being issued by the City of Belton, Missouri (“City”), property owner, to select a qualified developer or development team (“Developer”) to design, construct, finance, purchase, own, and manage the development of City-owned property at 17510 Montgall Dr and 17257 S Benton Dr located in the West Belton neighborhood. This is an established neighborhood and has seen some recent infill single-family development. Based on the need for housing, the City’s preference is that the lots be purchased for the construction of new single-family homes.

PROJECT OVERVIEW

The “Project Area” currently consists of two (2) vacant parcels zoned R-1 Single-Family.

17510 MONTGALL DR (WEST BELTON, LOT 361)

Lot Dimensions: 102’ Wide x 162’ Deep

Buildable Area: 16,524-sf / 0.38 acres

(There is a permanent drainage easement that is approximately 60’ x 162’)

Setbacks: 35’ Front, 10’ Sides, 20’ Rear

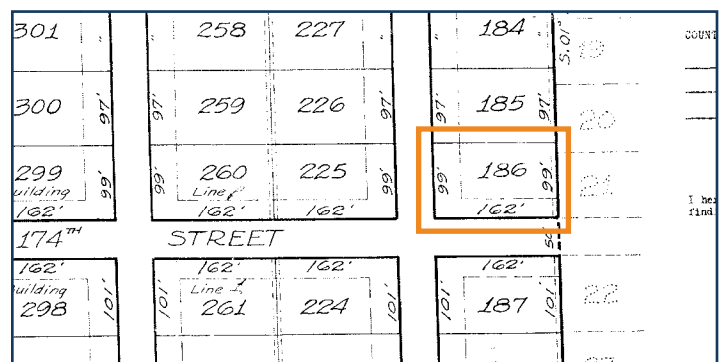
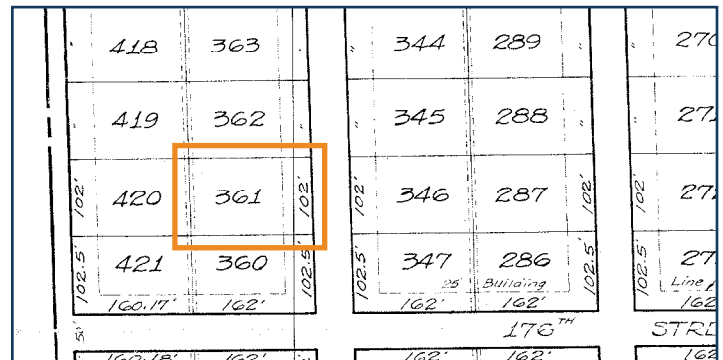
Drainage Easement: Permanent drainage easement on north 41.4’ of the lot frontage may not be encroached upon and must be maintained by property owner.

17257 S BENTON DR (WEST BELTON, LOT 186)

Lot Dimensions: 99’ Wide x 162’ Deep

Buildable Area: 16,038-sf / 0.368 acres

Setbacks: 35’ Front (S Benton), 25’ Corner Side (E 174th St), 10’ Interior Side, and 20’ Rear



The City believes that the Project Area would best be developed as **single-family residential**, based on the surrounding area and feedback received. Any outbuildings/accessory structures cannot be permitted prior to construction of a single-family house.

The City intends to work with a Developer on the necessary entitlement processes on a proposal meeting the objectives outlined in the RFP. Interested parties having the creative vision, demonstrated experience, and financial capability to plan, develop, and manage projects of the type and scope as described in this RFP are encouraged to respond.

The site has convenient access to all major utilities:

- Sanitary Sewer – City of Belton
- Water – City of Belton
- Electric – Evergy
- Gas – Spire

The City makes no warranties as to the environmental conditions within the Project Area.

SUBMITTAL INFORMATION



The response to this RFP should be delivered as follows: One (1) electronic PDF file shall be emailed to the address below to the attention of Matt Wright and must be received at the address below by **4:00 PM CDT on Friday, December 19, 2025.**

MWRIGHT@BELTON.ORG

ATTN: MATT WRIGHT, COMMUNITY DEVELOPMENT DIRECTOR

1. Any proposals received after the specified date and time will be rejected and returned. Proposals may not be modified or withdrawn after the submittal deadline. However, a respondent may withdraw one's proposal from the selection process at any time prior to the submittal deadline. The City reserves the right to extend the time for submittals.
2. Additional promotional materials/brochures may be included in addition to the proposal but may not substitute for any of the content requirements of the proposal itself. This additional material need not be submitted in an electronic format.
3. The City reserves the right to waive any irregularities and/or reject any and all submittals. The City is under no obligation to award a contract to any Developer submitting a proposal.
4. The City shall not be responsible for any costs incurred in the preparation, submittal, and presentation of proposals.
5. All materials submitted shall become the property of the City and shall be subject to the laws and regulations relating to the disclosure of public information. If a Developer contends that any part of its proposal is proprietary or confidential and, therefore, is limited from disclosure under the Missouri Sunshine Law, the Developer must identify all information that is confidential or proprietary and provide justification for why such materials should not be disclosed by the City. The City reserves the right to determine whether or not material deemed proprietary or confidential by the Developer is, in fact, protected under the Missouri Sunshine Law. The City will comply with requests for confidentiality to the extent allowed by law, but no guarantee of privacy or confidentiality is offered or implied.
6. Questions regarding the RFP should be directed, via email, to Matt Wright at mwright@belton.org. Communication (other than through the process described herein) with the City, Owner, the selection committee, or the general public relative to this project prior to the announcement of a selection is strictly prohibited.

PROPOSAL REQUIREMENTS

STATEMENT OF INTEREST:

Developers should include a letter of interest in the property, intentions if purchased, and proposed purchase price.

WORK EXAMPLES OR PRELIMINARY PLANS (OPTIONAL):

If proposing to purchase the property for a house, please include any preliminary plans, or examples of similar projects that you are able to share (floorplans, elevations, etc.)

PROPOSED PROCESS & TIMELINE



Fri. 11/21/2025: RFP issued and posted on the City of Belton's website.

Fri. 12/12/2025: All interested parties should submit a statement of interest and are encouraged to send any questions about the RFP and/or set-up a one-on-one meeting with staff before Fri. 12/12/2025.

Fri. 12/19/2025: Receipt of proposals due by 4:00 PM CDT.

After a preferred developer is selected, City Council may take action on the recommended Development, development concept, and a non-binding letter of intent, and to authorize staff to proceed with development agreement negotiations and sales contract

CONDITIONS & LIMITATIONS

By submitting a Proposal in response to this RFP, the respondent expresses its intent to comply with the established timeline. In addition, the respondent accepts the evaluation process and methodology, as well as acknowledges and accepts that the determination of "the most qualified and capable" Developer will require subjective judgments. The City reserves the right to request clarification of information provided in Proposals as a response to this RFP without changing the terms of this RFP.

The City has the right, in its sole and absolute discretion, to reject any and all Proposals received in response to this RFP and to cancel this RFP at any time, for any or no reason, prior to entering into any binding agreements. Responses to this RFP vest no legal or binding rights in the Developers nor does it or is it intended to impose any legally binding obligations upon the City, officials or employees of the City unless and until final legal binding agreements are negotiated and executed. This RFP does not commit the City to pay for costs incurred in the negotiation or other work in preparation of, or related to, a final agreement between the selected Developer and the City.

Any commitment made by the City will be subject to the appropriation of funds by the City Council to carry out any such commitments and the execution of a contract acceptable to the City. The City will not be responsible for any costs incurred by the Developers or Project Team member related to any response to this RFP and will not reimburse any costs to the Developer or Project Team member.

Thank you in advance for your interest in the City of Belton.

RESOURCES:

1. [City of Belton's Unified Development Code](#)
2. [City of Belton's Development Guidebook](#)
3. [City of Belton's Zoning Map](#)
4. [City of Belton's Future Land Use Map \(2024\)](#)
5. [Local Tax Rates](#)