



# City of Belton, Texas

City Council Meeting Agenda  
Tuesday, October 24, 2023 - 5:30 p.m.  
Wright Room at the Harris Community Center  
401 N. Alexander, Belton, Texas

Councilmember Craig Pearson will be participating in the meeting remotely from Colorado Springs, Colorado.

Mayor Pro Tem John R. Holmes, Sr., will be participating in the meeting remotely from Taos, New Mexico.

Pledge of Allegiance. The Pledge of Allegiance to the U.S. Flag will be led by Councilmember Wayne Carpenter.

Texas Pledge. The Pledge of Allegiance to the Texas Flag will be led by City Manager Sam Listi.

*"Honor the Texas flag; I pledge allegiance to thee Texas, one state under God, one and indivisible."*

Invocation. The Invocation will be given by Councilmember Dave Covington.

1. Call to order.
2. Public Comments.

***Citizens who desire to address the Council on any matter may register to do so prior to this meeting and speak during this item. Forms are located on the table outside of the south side entry to the meeting room. Please state your name and address for the record and limit your comments to three minutes. Also, please understand that while the Council appreciates hearing your comments, State law (Texas Gov't Code §551.042) prohibits them from: (1) engaging in discussion other than providing a statement of specific factual information or reciting existing City policy, and (2) taking action other than directing Staff to place the matter on a future agenda.***

3. Proclamation – Chiropractic Health Month
4. Presentation of National Night Out Block Party Awards:

- **Rookie of the Year** – Belle Oaks Apartments/Helping Hands Ministry, Host: Bekah Prince
- **Community Camaraderie Award** – Dawson Ranch, Host: Casey Gottschalk
- **Best Neighborhood Block Party** – Brenda Lane, Host: Sherry Pilgrim

### **Consent Agenda**

Items 5-6 under this section are considered to be routine by the City Council and may be enacted by one motion. If discussion is desired by the Council, any item may be removed from the Consent Agenda prior to voting, at the request of any Councilmember, and it will be considered separately.

5. Consider minutes of the September 26, 2023, City Council meeting.
6. Consider appointments/reappointments to the following:
  - A. Electrical Board
  - B. Economic Development Subcommittee

### **Regular Agenda**

***The Belton City Council will recess the Regular City Council Meeting and convene a meeting of the Belton Employee Benefits Trust.***

#### **City of Belton Employee Benefits Trust Agenda**

1. Call to Order.
2. Consider minutes of the City of Belton Employee Benefits Trust meeting dated November 8, 2022.
3. Receive a presentation and consider action awarding contracts for employee insurance products.
4. Adjourn.

***The Employee Benefits Trust will adjourn the City of Belton Employee Benefits Trust Meeting and reconvene the Belton City Council Meeting.***

### **Miscellaneous**

7. Consider approval of funding for employee insurance contracts awarded by the Board of the Employee Benefits Trust and authorizing the transfer of funds from the City's operating funds to the Employee Benefits Trust account.

## **Planning and Zoning**

8. Z-23-23 – Hold a public hearing and consider a zoning change from Commercial-1 to Commercial Highway District on approximately 25.881 acres located at 3500 S. IH 35, on the east side of Interstate 35, north of Shanklin Road and south of E. Grove Road.
9. P-23-24 – Consider a final plat for Cedar Crest Amending Plat, comprised of 38.25 acres, located at 3500 S. IH 35.
10. Z-23-24 – Hold a public hearing and consider a zoning change from Agricultural (A) to Commercial-2 (C-2), on approximately 2.76 acres located at 4073 W. US Highway 190 Service Road, on the south side of Interstate 14, west of FM 1670, and east of Dogridge Road.
11. Z-23-25 – Hold a public hearing and consider a zoning change from Agricultural (A) to Commercial-1 (C-1) on approximately 4.395 acres located at 6564 Dogridge Road, on the south side of Interstate 14, west of George Wilson Road and east of Simmons Road.

## **Executive Session**

12. Executive Session pursuant to the provision of the Open Meetings Law, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.071, Consultation with Attorney.

*The City Council reserves the right to adjourn into Executive Session at any time regarding any issue on this agenda for which it is legally permissible.*

*If interpreter services for the deaf or hearing impaired are required, please contact the City Clerk at (254) 933-5817 at least 48 hours in advance.*



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## OFFICE OF THE CITY MANAGER

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Mayor Pro Tem John R. Holmes, Sr., will be participating in the meeting remotely from Taos, New Mexico.

Pledge of Allegiance. The Pledge of Allegiance to the U.S. Flag will be led by Councilmember Wayne Carpenter.

Texas Pledge. The Pledge of Allegiance to the Texas Flag will be led by City Manager Sam Listi.

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Invocation. The Invocation will be given by Councilmember Dave Covington.

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### 3. Proclamation: Chiropractic Health Month – October 2023

Dr. Micah Montgomery will be present to receive the proclamation.



4. **Presentation of National Night Out Block Party Awards:**

- **Rookie of the Year – Belle Oaks Apartments/Helping Hands Ministry, Host: Bekah Prince**
- **Community Camaraderie Award – Dawson Ranch, Host: Casey Gottschalk**
- **Best Neighborhood Block Party – Brenda Lane, Host: Sherry Pilgrim**

Members of the Belton Police Department will present these awards.

**Consent Agenda**

Items 5-6 under this section are considered to be routine by the City Council and may be enacted by one motion. If discussion is desired by the Council, any item may be removed from the Consent Agenda prior to voting, at the request of any Councilmember, and it will be considered separately.

5. **Consider minutes of the September 26, 2023, City Council meeting.**

A copy of the minutes is attached. Recommend approval.

6. **Consider appointments/reappointments to the following:**

- A. **Electrical Board** (Robert Bass, Casey Simpson)
- B. **Economic Development Subcommittee** (Jennifer Ramirez replacing Mike Morgan)

Please see Staff Report from City Clerk Amy Casey. Recommend approval of the reappointments/appointments as presented.

**Regular Agenda**

***The Belton City Council will recess the Regular City Council Meeting and convene a meeting of the Belton Employee Benefits Trust.***

**City of Belton Employee Benefits Trust Agenda**

1. Call to Order.
2. Consider minutes of the City of Belton Employee Benefits Trust meeting dated November 8, 2022.
3. Receive a presentation and consider action awarding contracts for employee insurance products.
4. Adjourn.

HUB International Benefits Consultant Andrew Weegar will present the proposed contracts at the meeting.

***The Employee Benefits Trust will adjourn the City of Belton Employee Benefits Trust Meeting and reconvene the Belton City Council Meeting.***

### **Miscellaneous**

7. **Consider approval of funding for employee insurance contracts awarded by the Board of the Employee Benefits Trust and authorizing the transfer of funds from the City's operating funds to the Employee Benefits Trust account.**

See Staff Report from Director of Finance Mike Rodgers. Recommend funding of contracts awarded by the Employee Benefits Trust.

### **Planning and Zoning**

8. **Z-23-23 – Hold a public hearing and consider a zoning change from Commercial-1 to Commercial Highway District on approximately 25.881 acres located at 3500 S. IH 35, on the east side of Interstate 35, north of Shanklin Road and south of E. Grove Road.**

Please see Staff Report from Planner Tina Moore. At their meeting on October 17, 2023, the Planning and Zoning Commission unanimously recommended approval of the requested zoning change, and Staff concurs.

9. **P-23-24 – Consider a final plat for Cedar Crest Amending Plat, comprised of 38.25 acres, located at 3500 S. IH 35.**

Please see Staff Report from Planner Tina Moore. At their meeting on October 17, 2023, the Planning and Zoning Commission unanimously recommended approval of the Cedar Crest Amending Plat including disapproval of the variance request for the Mesquite Way perimeter street improvements. Staff concurs with the recommendation.

10. **Z-23-24 – Hold a public hearing and consider a zoning change from Agricultural (A) to Commercial-2 (C-2), on approximately 2.76 acres located at 4073 W. US Highway 190 Service Road, on the south side of Interstate 14, west of FM 1670, and east of Dogridge Road.**

Please see Staff Report from Planner Tina Moore. At their meeting on October 17, 2023, the Planning and Zoning Commission unanimously recommended approval of the requested zoning change, and Staff concurs.

11. **Z-23-25 – Hold a public hearing and consider a zoning change from Agricultural (A) to Commercial-1 (C-1) on approximately 4.395 acres located at 6564 Dogridge Road, on the south side of Interstate 14, west of George Wilson Road and east of Simmons Road.**

Please see Staff Report from Planner Tina Moore. At their meeting on October 17, 2023, the Planning and Zoning Commission unanimously recommended approval of the requested zoning change, and Staff concurs.

**Executive Session**

12. Executive Session pursuant to the provision of the Open Meetings Law, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.071, Consultation with Attorney.

*The City Council reserves the right to adjourn into Executive Session at any time regarding any issue on this agenda for which it is legally permissible.*

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*WHEREAS, there has been a general increase in sedentary lifestyles over the years, leading to an increase in musculoskeletal conditions such as low back pain and joint pain; and*

*WHEREAS, the public health crisis has also led to an increase in stress and mental health problems nationwide; and*

*WHEREAS, research shows that physical activity provides several important health benefits, including helping to manage weight, increase bone and muscle strength, lower blood pressure and cholesterol, and decrease risk of heart disease and stroke; and*

*WHEREAS, research shows that physical activity also provides valuable benefits to our mental health by reducing the risk of anxiety and depression and enhancing sleep and quality of life; and*

*WHEREAS, chiropractors are physician-level healthcare providers who focus on the whole person as part of their hands-on, non-drug approach to pain management and health promotion, and who have special expertise in the prevention, treatment and rehabilitation of neuromusculoskeletal conditions and injuries; and*

*WHEREAS, in addition to expertise in spinal manipulation, chiropractors are trained to recommend therapeutic and rehabilitative exercises, and to provide nutritional, dietary and lifestyle advice to help people enhance their physical fitness and overall wellness; and*

*WHEREAS, National Chiropractic Health Month 2023 serves as a reminder to all citizens of Texas that noninvasive, non-drug treatments for low back pain and other neuromusculoskeletal conditions such as spinal manipulation and other chiropractic services, combined with an active, healthy lifestyle, may lessen or eliminate the need for riskier, potentially addictive treatments such as prescription pain medications and surgery.*

*NOW THEREFORE, I, David K. Leigh, Mayor of the City of Belton, Texas, do hereby proclaim the month of October 2023, as*

## ***“CHIROPRACTIC HEALTH MONTH”***

*in the City of Belton, and I urge all citizens to join me in working to increase chiropractic health in our community.*

*IN WITNESS THEREOF, I have hereunto set my hand, and have caused the Official Seal of the City of Belton, Texas, to be affixed this the 24<sup>th</sup> day of October, 2023.*

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*David K. Leigh, Mayor*

*ATTEST:*

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*Amy M. Casey, City Clerk*

**Belton City Council Meeting**  
**September 26, 2023 – 5:30 P.M.**

The Belton City Council met in regular session in the Wright Room of the Harris Community Center. Members present included Mayor David K. Leigh, Mayor Pro Tem John R. Holmes, Sr., Councilmembers Wayne Carpenter, Craig Pearson, Daniel Bucher, Stephanie O'Banion and Dave Covington. Staff present included Gene Ellis, John Messer, Amy Casey, Mike Rodgers, Alex Munger, Matt Bates, Larry Berg, Daniel Aguirre, Paul Romer, Charlotte Walker, Bob van Til, Tina Moore, Cynthia Hernandez, Ana Borchardt, Judy Garrett and Jon Fontenot.

The Pledge of Allegiance to the U.S. Flag was led by Councilmember Daniel Bucher, and the Pledge to the Texas Flag was led by Director of Finance Mike Rodgers. The Invocation was given by Councilmember Wayne Carpenter.

1. **Call to order.** Mayor Leigh called the meeting to order at 5:30 p.m.
2. **Public Comments.** *(Audio 2:52)*

Sargeant Wayne Cooley and Officer Jessica Menix discussed National Night Out events happening in Belton on October 3, 2023.

There were no other comments.

3. **Proclamations:**

A. **World Teacher's Day – October 5, 2023** *(Audio 4:04)*

Dr. Matt Smith, Superintendent of Belton ISD, was present to receive this proclamation.

B. **Manufacturing Day – October 6, 2023** *(Audio 6:50)*

BEDC Executive Director Cynthia Hernandez recognized Belton's manufacturers and thanked them for what they provide for Belton. American Spincast, Heritage Foods, ECS, Belltec and Stratasys representatives received the proclamations from Mayor Leigh.

4. **Recognition: Receipt of the Silver Circle Award from the City-County Communications & Marketing Association (3CMA).** *(Audio 13:07)*

Director of Communications Paul Romer discussed the City's receipt of this prestigious award.

**Consent Agenda**

Items 5-12 under this section are considered to be routine by the City Council and may be enacted by one motion. If discussion is desired by the Council, any item may be removed from the Consent Agenda prior to voting, at the request of any Councilmember, and it will be considered separately. *(Audio 15:48)*

5. Consider the minutes of the September 12, 2023 City Council Meeting.
6. Consider a reappointment to the CTCOG Solid Waste Advisory Committee. (Marcie Seele - Public Works Program Manager)
7. Consider an ordinance prescribing the classifications and number of police officer and firefighters.
8. Consider an ordinance authorizing changes in assignment pay for the Belton Fire Department.
9. Consider a resolution of support for the FY2024 Federal Defense Economic Adjustment Assistance Program (DEAAG) Grant proposed by the Heart of Texas Defense Alliance for the Fort Cavazos Railhead Energy Resiliency Project.
10. Consider authorizing the City Manager to enter into a professional services agreement with Kasberg, Patrick and Associates for design and bidding phase services for the E. Central Avenue Bridge Replacement Project.
11. Consider authorizing the purchase of vehicles and associated equipment as provided for in the Capital Equipment Replacement Fund for the following departments:
  - A. Police
  - B. Public Works
12. Consider authorizing the sole source purchase and installation of three (3) check valves by Municipal Valve & Equipment Company at the Loop 121 Pump Station.

Upon a motion by Mayor Pro Tem Holmes and a second by Councilmember Pearson, the Consent Agenda, including the following captioned ordinances and resolution, was approved upon a unanimous vote of 7-0.

**ORDINANCE NO. 2023-34**

**AN ORDINANCE PRESCRIBING THE CLASSIFICATIONS FOR POLICE OFFICER AND FIREFIGHTER POSITIONS AND THE MAXIMUM NUMBER OF POSITIONS IN EACH CLASSIFICATION.**

**ORDINANCE NO. 2023-35**

**AN ORDINANCE PROVIDING FOR ASSIGNMENT PAY FOR FIRE MARSHAL/ SAFETY OFFICER AND DEPUTY FIRE MARSHAL IN THE BELTON FIRE DEPARTMENT AND PROVIDING AN EFFECTIVE DATE.**

## RESOLUTION NO. 2023-17-R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS, SUPPORTING THE FY2024 FEDERAL DEFENSE ECONOMIC ADJUSTMENT ASSISTANCE GRANT (DEAAG) APPLICATION PROPOSED BY THE HEART OF TEXAS DEFENSE ALLIANCE (HOTDA).**

### **Planning and Zoning**

13. **Z-23-20 – Hold a public hearing and consider a zoning change from Commercial-1 with a Specific Use Permit (C-1 w/ SUP) to Commercial-2 (C-2) District on approximately 2.01 acres located at 5005 W. Hwy 190 Service Road, south of Interstate 14, east of George Wilson Road, and west of Dog Ridge Drive. (Audio 17:48)**

Planner Tina Moore presented this item.

Public Hearing: No one spoke for or against.

Upon a motion by Councilmember O'Banion, and a second by Councilmember Carpenter, the following captioned ordinance was approved upon a unanimous vote of 7-0, with the following conditions:

- The use of this property shall conform to the C-2 district in all respects.
- The development of each property shall conform to all applicable Type Area 2 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
  - Site Development Standards
  - Landscape Design Standards
  - Tree Protection, Preservation, and Mitigation Standards.
- A subdivision plat and a building permit are required prior to development.

## ORDINANCE NO. 2023-36

**AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM COMMERCIAL-1 WITH A SPECIFIC USE PERMIT DISTRICT TO COMMERCIAL-2 DISTRICT FOR APPROXIMATELY 2.01 ACRES LOCATED AT 5005 W. HWY 190 SVC ROAD, SOUTH OF INTERSTATE 14, EAST OF GEORGE WILSON ROAD, AND WEST OF DOG RIDGE DRIVE.**

14. **P-23-23 – Consider a final plat for Metal Mart #59, comprising 2.01 acres, located at 5005 W. US Hwy 190 Service Road, south of Interstate 14, east of George Wilson Road, and west of Dog Ridge Drive. (Audio 21:57)**

Planner Tina Moore presented this item.

Public Hearing: No one spoke for or against.

Councilmember Covington made a motion to approve the final plat for Metal Mart #59 including disapproval of the requested variance for the right-of-way dedication and approval of the requested variances for the perimeter street improvements and sidewalks. Mayor Pro Tem Holmes seconded the motion which passed upon a vote of 7-0.

**15. Z-23-21 – Hold a public hearing and consider a zoning change from Retail (R) to Planned Development-Retail (PD-R) District on approximately 0.57 acres located at 1507 Holland Road, on the south side of Holland Road and west of East Loop 121. (Audio 29:40)**

Planner Tina Moore presented this item.

Public Hearing: Thomas Aggers, 1503 Holland Road, expressed his concerns about the sewer line.

Upon a motion by Mayor Pro Tem Holmes, and a second by Councilmember O'Banion, the following captioned ordinance was approved upon a unanimous vote of 7-0, with the following conditions:

- The use of this property shall conform to the Retail District in all respects.
- A 10' side yard setback is allowed.
- The development of each property shall conform to all applicable Type Area 11 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
  - Site Development Standards, to include compliance with the attached site plan (Exhibit B)
  - Landscape Design Standards
  - Tree Protection, Preservation, and Mitigation Standards.
- A subdivision plat and a building permit are required prior to development.
- Sign Standards shall conform to Ordinance 2022-22.

**ORDINANCE NO. 2023-37**

**AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM RETAIL TO PLANNED DEVELOPMENT – RETAIL DISTRICT FOR APPROXIMATELY 0.57 ACRES LOCATED AT 1507 HOLLAND ROAD.**

**16. Z-23-22 – Hold a public hearing and consider a zoning change from Agricultural (A) to Light Industrial (LI) District on approximately 0.625 acres located at 1001 S. Wheat Road, described as Rustic Oaks, Block 1, Lot 28, north of Interstate 14 and south of Digby Drive. (Audio 37:36)**



Planner Tina Moore presented this item.

Public Hearing: No one spoke for or against.

Upon a motion by Councilmember O'Banion, and a second by Mayor Pro Tem Holmes, the following captioned ordinance was approved upon a unanimous vote of 7-0, with the following conditions:

- The use of this property shall conform to the Light Industrial District in all respects.
- The development of each property shall conform to all applicable Type Area 1 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
  - Site Development Standards
  - Landscape Design Standards
  - Tree Protection, Preservation, and Mitigation Standards.
- A subdivision plat, consolidating the properties for use, and a building permit, are required prior to development.

**ORDINANCE NO. 2023-38**

**AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM AGRICULTURAL (A) TO LIGHT INDUSTRIAL (LI) DISTRICT ON APPROXIMATELY 0.625 ACRES LOCATED AT 1001 S. WHEAT ROAD AND DESCRIBED AS RUSTIC OAKS, BLOCK 1, LOT 28, NORTH OF INTERSTATE 14 AND SOUTH OF DIGBY DRIVE.**

There being no further business, the Mayor adjourned the meeting at 6:12 p.m.

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David K. Leigh, Mayor

ATTEST:

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Amy M. Casey, City Clerk



# Staff Report – City Council Agenda Item

## Agenda Item #6

Consider appointment/reappointments to the following:

- A. Electrical Board
- B. Economic Development Subcommittee

**Originating Department:** Administration – Amy M. Casey, City Clerk

## **Background**

- A. Robert Bass' and Casey Simpson's terms on the Electrical Board expire on October 23, 2023. These positions on the Electrical Board are specific to Master Electrician and Oncor representative. Mayor Leigh is recommending both for reappointment.
- B. BISD Representative Mike Morgan is unable to serve, so the ISD is recommending Jennifer Ramirez to replace him.

## **Fiscal Impact**

N/A

## **Recommendation**

Recommend approval of the reappointments/appointment.

## **Attachments**

None

**Meeting of the  
Belton Employee Benefits Trust  
November 8, 2022 – 5:30 P.M.**

The Belton Employee Benefits Trust met in regular session in the Wright Room at the Harris Community Center with the following members present: Chair Wayne Carpenter, and Trustees David K. Leigh, Craig Pearson, Dan Kirkley, John R. Holmes, Sr., Daniel Bucher and Stephanie O'Banion. Staff present included Sam Listi, Gene Ellis, John Messer, Amy Casey, Mike Rodgers, Jon Fontenot, Chris Brown, Matt Bates, Bob van Til, Tina Moore, Allen Fields, Charlotte Walker, Cynthia Hernandez, Kim Kroll and Jo-El Guzman.

**1. Call to Order.** (Audio \_\_\_\_\_)

Chair Carpenter called the meeting to order at \_\_\_\_\_ p.m.

**2. Consider minutes of the City of Belton Employee Benefits Trust meeting dated November 23, 2021.** (Audio \_\_\_\_\_)

Upon a motion for approval by Trustee \_\_\_\_\_, and a second by Trustee \_\_\_\_\_ the November 23, 2021, Employee Benefits Trust minutes were unanimously approved upon a vote of 7-0.

**3. Consider action awarding contracts for employee insurance products.** (Audio \_\_\_\_\_)

Upon a motion for approval by Trustee \_\_\_\_\_, and a second by Trustee \_\_\_\_\_, the contracts for employee insurance products were unanimously approved upon a vote of 7-0.

**4. Adjourn.** Chair Carpenter adjourned the meeting at \_\_\_\_\_ p.m.

\_\_\_\_\_  
David K. Leigh, Chair

ATTEST:

\_\_\_\_\_  
Amy M. Casey, City Clerk



# Staff Report – Employee Benefits Trust Agenda Item

## City of Belton Employee Benefits Trust Meeting – Agenda Item #3

Consider action awarding contracts for employee insurance products.

### Originating Department

Finance – Mike Rodgers, Director of Finance

Human Resources – Charlotte Walker, Director of Human Resources

### Summary Information

The City continues to work with HUB International Benefits Consultant Andrew Weegar to secure the most competitive benefits package for our employees. Last year, our agreement with Baylor Scott & White Health Plan offered medical coverage with a two-year agreement, for calendar years 2023 and 2024. In this agreement, the City would see a rate cap of no more than a 9.9% increase for 2024, with no plan design changes.

### Other lines of coverage:

Dental (Principal) – Rate increase of 3%, renewing 01/01/2025

Vision (United Healthcare) – Rate increase of 5%, renewing 01/01/2027. In 2024, Employee Only premium will be paid by the City at 100%.

Life/Disability (Ochs, Inc.) – Includes Basic Life, Voluntary Life, and Long-Term Disability. Basic Life rate increase of 9.52%, renewing 01/01/2026.

Health Savings Account (Flores & Associates) – In rate guarantee until 01/01/2026.

Employee Assistance Program (UTEAP) – Rate pass, renewing 01/01/2025.

Worksite Products (AFLAC) – Rate pass, renewing 01/01/2025.  
(Accident, Critical Illness, Cancer, Whole Life, Hospital Indemnity, and Short-Term Disability)

Identity Theft Protection (LegalShield) – Rate pass, renewing 01/01/2025.

### **Fiscal Impact**

The FY 2024 budget includes funding of \$1,390,990 for insurance premiums based on the current distribution of plan types and tiers with the recommended City contribution rates.

Budgeted:   X   Yes          No

If not budgeted: ☐ Budget Transfer   ☐ Contingency   ☐ Amendment Needed   ☐ Capital Project Funds

Funding Source(s): Funds for employee insurance programs will be transferred to the Employee Benefits Trust from City operating funds as they are paid.

### **Recommendation**

Staff recommends approval of the following benefit providers:

Health Insurance	Baylor Scott & White Health Plan
Dental Insurance	Principal Life Insurance Company
Vision	United HealthCare
Life / Disability	Ochs, Inc
Heath Savings Account	Flores & Associates
Employee Assistance Program	UTEAP
Voluntary Worksite Products	AFLAC
Identity Theft Protection	LegalShield

### **Attachments**

Presentation from HUB International



Risk & Insurance | Employee Benefits | Retirement & Private Wealth



# City of Belton 2024 Renewal Information

Andrew Weegar – Senior Account Executive

# 2024 Medical Benefits



	1	2	3
MEDICAL BENEFITS	Scott & White		
Carrier	Base Plan	Mid Plan	HSA Plan
	Current / Renewal	Current / Renewal	Current / Renewal
<b>Deductible</b>			
In-Network	\$1,500 Ind./ \$3,000 Fam.	\$500 Ind./ \$1,000 Fam.	<b>\$3,200 Ind./</b> \$5,600 Fam.
Non-Network	\$3,000 Ind./ \$6,000 Fam.	\$1,000 Ind./ \$2,000 Fam.	\$5,600 Ind./ \$11,200 Fam.
<b>Out Of Pocket Max</b>	<b>Includes Deductible, Coin., Copays</b>	<b>Includes Deductible, Coin., Copays</b>	<b>Includes Deductible, Coin., Copays</b>
In-Network	\$3,000 Ind. / \$6,000 Fam.	\$3,000 Ind. / \$6,000 Fam.	\$4,000 Ind. / \$8,000 Fam.
Non-Network	\$6,000 Ind. / \$12,000 Fam.	\$6,000 Ind. / \$12,000 Fam.	\$8,000 Ind. / \$16,000 Fam.
<b>Coinsurance</b>			
In-Network	80%	80%	80%
Non-Network	60%	60%	60%
<b>Lifetime Max</b>	Unlimited	Unlimited	Unlimited
<b>Emergency Room</b>			
In-Network	\$250 Copay / 20%	\$200 Copay / 20%	Ded./ 20%
Non-Network	\$250 Copay / 20%	\$200 Copay / 20%	Ded./ 20%
<b>Physician Office Visit</b>			
In-Network	\$30 Copay	\$25 Copay	Ded./ 20%
Non-Network	Ded./ 40%	Ded./ 40%	Ded./ 40%
<b>Specialist Office Visit</b>			
In-Network	\$30 Copay	\$50 Copay	Ded./ 20%
Non-Network	Ded./ 40%	Ded./ 40%	Ded./ 40%
<b>Preventive Care</b>			
In-Network	100%	100%	100%
Non-Network	Ded./ 40%	Ded./ 40%	Ded./ 40%
<b>Urgent Care</b>			
In-Network	\$75 Copay	\$75 Copay	Ded./ 20%
Non-Network	\$75 Copay	\$75 Copay	Ded./ 40%
<b>In-Patient Hospital</b>			
In-Network	Ded./ 20%	Ded./ 20%	Ded./ 20%
Non-Network	Ded./ 40%	Ded./ 40%	Ded./ 40%
<b>Out-patient Hospital</b>			
In-Network	Ded./ 20%	Ded./ 20%	Ded./ 20%
Non-Network	Ded./ 40%	Ded./ 40%	Ded./ 40%
<b>Prescriptions</b>			
Network Retail Pharmacy	\$5/\$25/\$50	\$5/\$25/\$50	Deductible, then \$5/\$25/\$50
Mail Order	\$10/50/\$100	\$10/50/\$100	\$10/50/\$100
90 Day Supply	\$12.50/\$62.50/\$125	\$12.50/\$62.50/\$125	\$12.50/\$62.50/\$125
Specialty Drugs	15%/15%/25%	15%/15%/25%	15%/15%/25%

**\*IRS mandated change in 2024**

# 2024 Medical Rates



				1	2	3	4	5	6
MEDICAL BENEFITS				Scott & White			Scott & White		
	Enrollment			PPO1	PPO2	HSA Plan	PPO1	PPO2	HSA Plan
Financials	Base	Mid	HSA	Current	Current	Current	Renewal	Renewal	Renewal
Employee Only	84	0	16	\$545.16	\$617.85	\$403.41	\$599.13	\$679.02	\$443.35
Employee + Spouse	4	2	0	\$1,362.90	\$1,544.67	\$1,008.55	\$1,497.83	\$1,697.59	\$1,108.40
Employee + Children	20	2	5	\$981.27	\$1,112.17	\$726.15	\$1,078.42	\$1,222.27	\$798.04
Employee + Family	11	1	1	\$1,635.48	\$1,853.61	\$1,210.26	\$1,797.40	\$2,037.11	\$1,330.08
	119	5	22						
Total Enrollment	146								
Monthly Premium				\$88,861	\$7,167	\$11,296	\$97,658	\$7,877	\$12,414
Annual Premium				\$1,066,329	\$86,007	\$135,547	\$1,171,896	\$94,522	\$148,967
Combined Annual Premium				\$1,287,883			\$1,415,385		
\$ Change From Current				n/a			\$127,502		
% Change from Current				n/a			9.9%		
Effective Date				01/01/23			01/01/24		
Network Name				Scott & White Health Plan (BSW Plus HMO)			Scott & White Health Plan (BSW Plus PPO)		
Network Website				<a href="http://www.swhp.com">www.swhp.com</a>			<a href="http://www.swhp.com">www.swhp.com</a>		
AM Best Rating				A			A		
Notes				N/A			N/A		

Note: This is a brief summary and not intended to be a contract.



# 2024 Dental Benefits (No Benefit Changes)



Key Dental Benefits	Principal DPPO - Standard Plan		Principal DPPO - Standard Plus Plan	
	In-Network Only	Out-of-Network <sup>1</sup>	In-Network Only	Out-of-Network <sup>1</sup>
<b>Deductible</b> (per calendar year)				
Individual / Family	N/A / N/A	N/A / N/A	\$50 / \$50 Per Person	\$50 / \$50 Per Person
<b>Benefit Maximum</b> (per calendar year; Preventive, Basic, and Major Services combined)				
Per Individual	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,500</b>	<b>\$1,500</b>
<b>Covered Services</b>				
<b>Preventive Services</b>	100%	100%	100%	100%
<b>Basic Services</b>	80%	80%	80%	80%
<b>Major Services</b>	50%	50%	50%	50%
<b>Orthodontia</b> (Child only to age 19. 24 mo waiting period for Late Entrants)	N/A	N/A	50%; \$1,500 Max. Benefit	50%; \$1,500 Max. Benefit

# 2024 Dental Renewal



FINANCIALS CURRENT	Low	High	Low (Current)	High (Current)	Low (Renewal)	High (Renewal)
Employee Only	42	60	\$20.41	\$20.73	\$21.02	\$21.35
Employee + Spouse	2	9	\$40.62	\$41.29	\$41.84	\$42.53
Employee + Children	7	15	\$50.15	\$56.09	\$51.65	\$57.77
Employee & Family	10	13	\$74.40	\$83.22	\$76.63	\$85.71
	<b>158</b>					
Monthly Premium			\$2,033.51	\$3,538.62	\$2,094.37	\$3,644.55
Annual Premium			\$24,402.12	\$42,463.44	\$25,132.44	\$43,734.60
Combined Annual Premium			<b>\$66,866</b>		<b>\$68,867</b>	
<b>\$ Change from Curret</b>			<b>n/a</b>		<b>\$2,001</b>	
<b>% Change from Curret</b>			<b>n/a</b>		<b>3%</b>	
<b>Rate Guarantee</b>			<b>1 Year</b>		<b>1 Year</b>	

Note: This is a brief summary and not intended to be a contract.

# 2024 UHC Voluntary Vision (No Benefit Changes)



Key Vision Benefits	In-Network	Out-of-Network Reimbursement
<b>Exam</b> (once every 12 months)	\$10	Up to \$40
<b>Frames/Lenses Copay</b>	\$25	N/A
<b>Lenses</b> (once every 12 months)		
Single Vision	No charge after materials copay	Up to \$40
Bifocal		Up to \$60
Trifocal		Up to \$80
<b>Frames</b> (once every 24 months)	Covered up to \$130	Up to \$45
<b>Contact Lenses</b> (once every 12 months; in lieu of glasses)	Covered up to \$130	Up to \$130

# 2024 Voluntary Vision Renewal



Assumed Enrollment and Rates	Current	Renewal
Employee	74 \$4.56	\$4.79
Employee + Spouse	14 \$8.65	\$9.08
Employee + Child(ren)	15 \$10.16	\$10.67
Employee + Family	24 \$14.28	\$14.99
	127	
Monthly Premium	\$953.66	\$1,001.39
Annual Premium	\$11,443.92	\$12,016.68
Renewal Action	5.0%	
Participation Requirements	No Participation Requirement	
Dependent Children Coverage	To Age 26	
Contract Basis	Fully Insured	
Benefit Period Basis	Date of Service	
Exclusions and Limitations	Standard	
Broker Commissions	0%	
Rate Guarantee	36 months	

# OCHS. Basic Life / AD&D Renewal

FINANCIALS	Current	Renewal
Volume	\$8,067,000	\$8,067,000
EE Rate (per \$1,000) - Life	\$0.075	\$0.085
EE Rate (per \$1,000) - AD&D	\$0.030	\$0.030
Dep. Rate - Life	\$1.580	\$1.580
Monthly Premium	<b>\$847.04</b>	<b>\$927.71</b>
Annual Premium	<b>\$10,164.42</b>	<b>\$11,132.46</b>
\$ Change from Current	n/a	<u><b>\$968.04</b></u>
% Change from Current	n/a	<b>9.52%</b>
Rate Guarantee	<b>5 Years</b>	<b>2 Years</b>

\*No changes to voluntary life/AD&D and LTD benefits or rates.

## Other Renewing Policies

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- UTEAP (EAP) – Rate Pass, renewing 1/1/25
- LegalShield – Rate Pass, renewing 1/1/25
- AFLAC (Voluntary Worksite) – Rate pass, renewing 1/1/25
- HSA/COBRA (Flores & Associates) – In rate guarantee until 1/1/26

# Thank you.



# Staff Report – City Council Agenda Item

## Agenda Item #7

Consider approval of funding for employee insurance contracts awarded by the Board of the Employee Benefits Trust, and authorizing the transfer of funds from the City's operating funds to the Employee Benefits Trust account.

### Originating Department

Finance – Mike Rodgers, Director of Finance

### Summary Information

It is recommended that the City Council vote to approve funding for employee insurance plans for the 2024 calendar year, as approved by the Board of the Employee Benefits Trust. The two-step process of (1) establishing benefits within the Employee Benefits Trust and (2) funding the Trust by the City makes premiums paid to insurers not subject to the health and accident insurance premium tax per Texas Insurance Code section 222.002(b)(5)(a). The annual savings is approximately \$24,000.

Total employee insurance premiums will increase by approximately 10% in 2024. With last year's renewal, Scott & White Health Plan offered a 9.9% rate cap for 2024. As claims incurred have significantly exceeded the premiums paid, the rate cap for 2024 will be beneficial to the City of Belton. While the dental benefits with Principal do not change, the premiums for dental coverage will increase by 3% from \$67,000 to \$69,000. Vision benefits also remain unchanged, but management recommends eliminating the charge to employees for employee-only coverage. The 74 employees who are currently enrolled in employee-only vision coverage would save \$4.79 per month in 2024, while the City's share of premiums would increase approximately \$10,000. As a result of these changes, City expenditures for insurance may increase by a total of \$250,000.

### Fiscal Impact

The FY 2024 budget includes funding of \$1,390,990 for city-paid insurance premiums based on the current distribution of plan types and tiers with the recommended City contribution rates.

Budgeted: ☒ Yes ☐ No

If not budgeted: ☐ Budget Transfer ☐ Contingency ☐ Amendment Needed ☐ Capital Project Funds



Funding Source(s): Funds for employee insurance programs will be transferred to the Employee Benefits Trust from City operating funds as they are paid.

**Recommendation**

Recommend approval of funding for employee insurance contracts.

**Attachments**

Schedule of Monthly Rates for 2023 and 2024

City of Belton Medical - SWHP Monthly Rates for 2023				
Tiers & Options	Monthly SWHP Premium	Monthly City Contribution	Monthly Employee Contribution	Employee Contribution Per Pay Period
<b><u>HDHP (HSA)</u></b>				
Employee Only*	\$ 403.41	\$ 403.41	\$ -	\$ -
Employee/Spouse*	\$ 1,008.55	\$ 705.99	\$ 302.56	\$ 151.28
Employee/Children*	\$ 726.15	\$ 617.23	\$ 108.92	\$ 54.46
Employee/Family*	\$ 1,210.26	\$ 786.67	\$ 423.59	\$ 211.80
<b><u>PPO 1</u></b>				
Employee Only	\$ 545.16	\$ 545.16	\$ -	\$ -
Employee/Spouse	\$ 1,362.90	\$ 817.74	\$ 545.16	\$ 272.58
Employee/Children	\$ 981.27	\$ 735.95	\$ 245.32	\$ 122.66
Employee/Family	\$ 1,635.48	\$ 981.29	\$ 654.19	\$ 327.10
<b><u>PPO 2</u></b>				
Employee Only	\$ 617.85	\$ 315.10	\$ 302.75	\$ 151.38
Employee/Spouse	\$ 1,544.67	\$ 787.78	\$ 756.89	\$ 378.45
Employee/Children	\$ 1,112.17	\$ 567.21	\$ 544.96	\$ 272.48
Employee/Family	\$ 1,853.61	\$ 945.34	\$ 908.27	\$ 454.14

City of Belton Medical - SWHP Monthly Rates for 2024 +9.9% Increase				
Tiers & Options	Monthly SWHP Premium	Monthly City Contribution	Monthly Employee Contribution	Employee Contribution Per Pay Period
<b><u>HDHP (HSA)</u></b>				
Employee Only*	\$ 443.35	\$ 443.35	\$ -	\$ -
Employee/Spouse*	\$ 1,108.40	\$ 775.88	\$ 332.51	\$ 166.26
Employee/Children*	\$ 798.04	\$ 678.34	\$ 119.70	\$ 59.85
Employee/Family*	\$ 1,330.08	\$ 864.55	\$ 465.53	\$ 232.76
<b><u>PPO 1</u></b>				
Employee Only	\$ 599.13	\$ 599.13	\$ -	\$ -
Employee/Spouse	\$ 1,497.83	\$ 898.70	\$ 599.13	\$ 299.57
Employee/Children	\$ 1,078.42	\$ 808.81	\$ 269.61	\$ 134.80
Employee/Family	\$ 1,797.40	\$ 1,078.44	\$ 718.95	\$ 359.48
<b><u>PPO 2</u></b>				
Employee Only	\$ 679.02	\$ 346.29	\$ 332.72	\$ 166.36
Employee/Spouse	\$ 1,697.59	\$ 865.77	\$ 831.82	\$ 415.91
Employee/Children	\$ 1,222.27	\$ 623.36	\$ 598.91	\$ 299.46
Employee/Family	\$ 2,037.11	\$ 1,038.93	\$ 998.19	\$ 499.09

\*City will contribute \$1,000 into HSA (Health Savings Account) in addition to premiums paid.

City of Belton Dental - Principal Monthly Rates for 2023				
Tiers & Options	Monthly Premium Paid	Monthly City Contribution	Monthly Employee Contribution	Employee Contribution Per Pay Period
<b><u>Standard</u></b>				
Employee Only	\$ 20.41	\$ 20.41	\$ -	\$ -
Employee/Spouse	\$ 40.62	\$ 19.35	\$ 21.27	\$ 10.64
Employee/Children	\$ 50.15	\$ 18.84	\$ 31.31	\$ 15.66
Employee/Family	\$ 74.40	\$ 17.57	\$ 56.83	\$ 28.42
<b><u>Standard Plus</u></b>				
Employee Only	\$ 20.73	\$ 20.39	\$ 0.34	\$ 0.17
Employee/Spouse	\$ 41.29	\$ 19.31	\$ 21.98	\$ 10.99
Employee/Children	\$ 56.09	\$ 18.53	\$ 37.56	\$ 18.78
Employee/Family	\$ 83.22	\$ 17.10	\$ 66.12	\$ 33.06

City of Belton Dental - Principal Monthly Rates for 2024				
Tiers & Options	Monthly Premium Paid	Monthly City Contribution	Monthly Employee Contribution	Employee Contribution Per Pay Period
<b><u>Standard</u></b>				
Employee Only	\$ 21.02	\$ 21.02	\$ -	\$ -
Employee/Spouse	\$ 41.84	\$ 21.02	\$ 20.82	\$ 10.41
Employee/Children	\$ 51.65	\$ 21.02	\$ 30.63	\$ 15.32
Employee/Family	\$ 76.63	\$ 21.02	\$ 55.61	\$ 27.81
<b><u>Standard Plus</u></b>				
Employee Only	\$ 21.35	\$ 21.02	\$ 0.33	\$ 0.17
Employee/Spouse	\$ 42.53	\$ 21.02	\$ 21.51	\$ 10.76
Employee/Children	\$ 57.77	\$ 21.02	\$ 36.75	\$ 18.38
Employee/Family	\$ 85.71	\$ 21.02	\$ 64.69	\$ 32.35

City of Belton Vision - United Healthcare Monthly Rates for 2023				
Tiers & Options	Monthly Premium Paid	Monthly City Contribution	Monthly Employee Contribution	Employee Contribution Per Pay Period
Employee Only	\$ 4.56	\$ -	\$ 4.56	\$ 2.28
Employee/Spouse	\$ 8.65	\$ -	\$ 8.65	\$ 4.33
Employee/Children	\$ 10.16	\$ -	\$ 10.16	\$ 5.08
Employee/Family	\$ 14.28	\$ -	\$ 14.28	\$ 7.14

City of Belton Vision - United Healthcare Monthly Rates for 2024				
Tiers & Options	Monthly Premium Paid	Monthly City Contribution	Monthly Employee Contribution	Employee Contribution Per Pay Period
Employee Only	\$ 4.79	\$ 4.79	\$ -	\$ -
Employee/Spouse	\$ 9.08	\$ 4.79	\$ 4.29	\$ 2.15
Employee/Children	\$ 10.67	\$ 4.79	\$ 5.88	\$ 2.94
Employee/Family	\$ 14.99	\$ 4.79	\$ 10.21	\$ 5.10

# Staff Report – City Council Agenda Item



Date: October 24, 2023  
Case No.: Z-23-23  
Request: Commercial-1 to Commercial Highway  
Applicant/Owners: Crunk Engineering/HMH Cedar Crest

## **Agenda Item #8**

Z-23-23 – Hold a public hearing and consider a zoning change from Commercial-1 to Commercial Highway District on approximately 25.811 acres located at 3500 S. IH 35, on the east side of Interstate 35, north of Shanklin Road and south of E. Grove Road.

**Originating Department:** Planning Department – Tina Moore, Planner

**Current Zoning:** Commercial-1

**Current Use:** Hospital/Nursing Home

**Proposed Zoning:** Commercial Highway

**Proposed Use(s):** Hospital/Nursing Home

**Future Land Use Map (FLUM) Designation:**

The FLUM identifies this general area as a commercial corridor.

**Design Standards Type Area 2:**

This Type Area is projected for primarily commercial highway frontage uses with opportunities for mixed-uses, hotels, restaurants, new car dealerships, multi-story offices, and other similar commercial uses.

**Background/Case Summary**

This property was annexed and subsequently zoned Planned Development Commercial in September 1987 to allow for a Behavioral Health and Substance Abuse Residential Treatment Facility. The zoning was subsequently changed to Commercial-1 Zoning when the Zoning Map was updated in 2002.

The applicant recently purchased 12.67 acres to the north and adjacent to their existing property and submitted a subdivision plat to consolidate their property into one tract. The newly

acquired property to the north is currently zoned Commercial Highway. After reviewing the zoning history and proposed uses, staff recommended a zoning change to Commercial Highway for the southern property. This will establish uniform area and setback requirements for both properties.

The Commercial Highway district allows Hospitals and Nursing Homes, and is the appropriate zoning for the proposed use.

On the northern property, the applicant proposes to build a 79,000 SF hospital with 100 patient beds and 226 parking spaces.

### **Project Analysis and Discussion**

#### **Existing Conditions:**

<b>Direction</b>	<b>Zoning</b>	<b>Use</b>
North	PD – C-1	Belton RV Park
South	Ag	Vacant undeveloped land
West	Ag	Detached home
East	Ag	Vacant undeveloped land

**Land Use Table/Allowable Uses:** The requested CH Zoning District would permit the proposed hospital use.

**Area & Setback Requirements:** The consolidated property is approximately 38.25 acres and exceeds the minimum area requirements for the CH Zoning District:

	<b>CH</b>
Minimum Lot area	7,200
Lot width	60'
Lot Depth	120'
Minimum Front Yard Setback	60'
Minimum Side Yard Setback	20' - adjacent to a street
Minimum Rear Yard Setback	20'
Maximum Lot Coverage	50%

The civil development plans are currently under review.

**Water CCN:** This property is in the City of Belton Certificate of Convenience and Necessity (CCN). Domestic water and fire protection will be provided by the City.

**Sewer CCN:** This property is in the Belton Sewer CNN; a wastewater line was recently installed in the area and is accessible for the applicant to establish a connection.

The FLUM identifies this area as a Commercial Corridor. The requested CH Zoning District is consistent with the commercial uses expected in this area. Therefore, the requested zoning appears to be appropriate at this location.

### **Recommendation**

At their meeting on October 17, 2023, the Planning and Zoning Commission unanimously recommended approval of the requested zoning change from Commercial-1 to Commercial Highway District.

1. The use of this property shall conform to the Commercial Highway District in all respects.
2. The development of each property shall conform to all applicable Type Area 2 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
  - a. Site Development Standards
  - b. Landscape Design Standards
  - c. Tree Protection, Preservation, and Mitigation Standards.
3. A subdivision plat and a building permit are required prior to development.

### **Attachments**

Application  
Property Location Map  
Zoning map  
Aerial photo  
Zoning notice to owners/Owner notification list/Map with zoning notice boundary (200')  
P&Z Minutes Excerpt  
Ordinance




# ZONING CHANGE APPLICATION

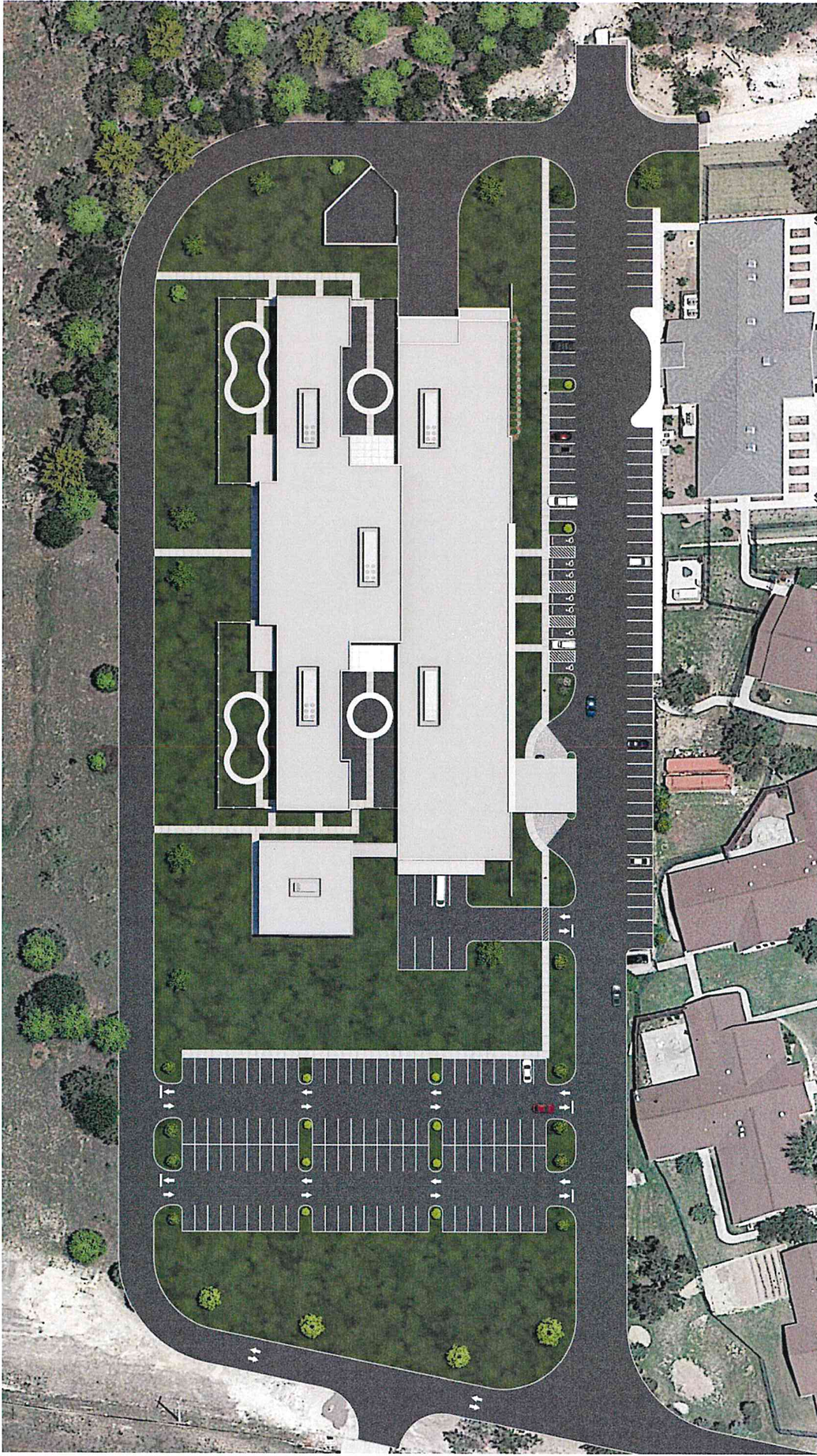
Fee: \$300.00

Date received:	
APPLICANT NAME: Josh Erhard	
EMAIL: josh@crunkeng.com	PHONE NUMBER: 615-873-1795
MAILING ADDRESS: 7112 Crossroads Blvd Suite 201 Brentwood, TN 37027	
PROPERTY OWNER NAME: Silas Powell	
EMAIL: Silas.Powell@AcadiaHealthcare.com	PHONE NUMBER: 512-944-3327
MAILING ADDRESS: 6100 Town Center, Suite 1000, Franklin, TN 37067	

Proposed Use of Structures (building) and Property (exterior property): Expansion to existing Cedar Crest facility to include a new behavioral health hospital with associated utilities, parking, and drive aisles.
Current Use: Vacant land.
LOCATION/STREET ADDRESS OF PROPERTY TO BE REZONED: <del>3600 S IH35</del> Belton, TX 76513 3500
Legal Description of Property: Abstract Survey 6 Parcel ID 2017000563 (472985) Lot(s): 1 Block(s): 1 of Subdivision n/a
Existing Zoning: CH Proposed Zoning: C-1

Signature of Applicant:  Date: September 11, 2023  
Signature of Owner (if not applicant):  Date: September 7, 2023





New Behavioral Health Hospital - Belton, Texas

AHC2241

**ACADIA** | **CEDAR**  **CREST**  
HEALTH CARE | A BEHAVIORAL HEALTHCARE SYSTEM

 **STENGEL-HILL**  
ARCHITECTURE





New Behavioral Health Hospital - Belton, Texas

AHC2241





New Behavioral Health Hospital - Belton, Texas

AHC2241





New Behavioral Health Hospital - Belton, Texas

AHC2241





New Behavioral Health Hospital - Belton, Texas

**ACADIA**  
H E A L T H C A R E

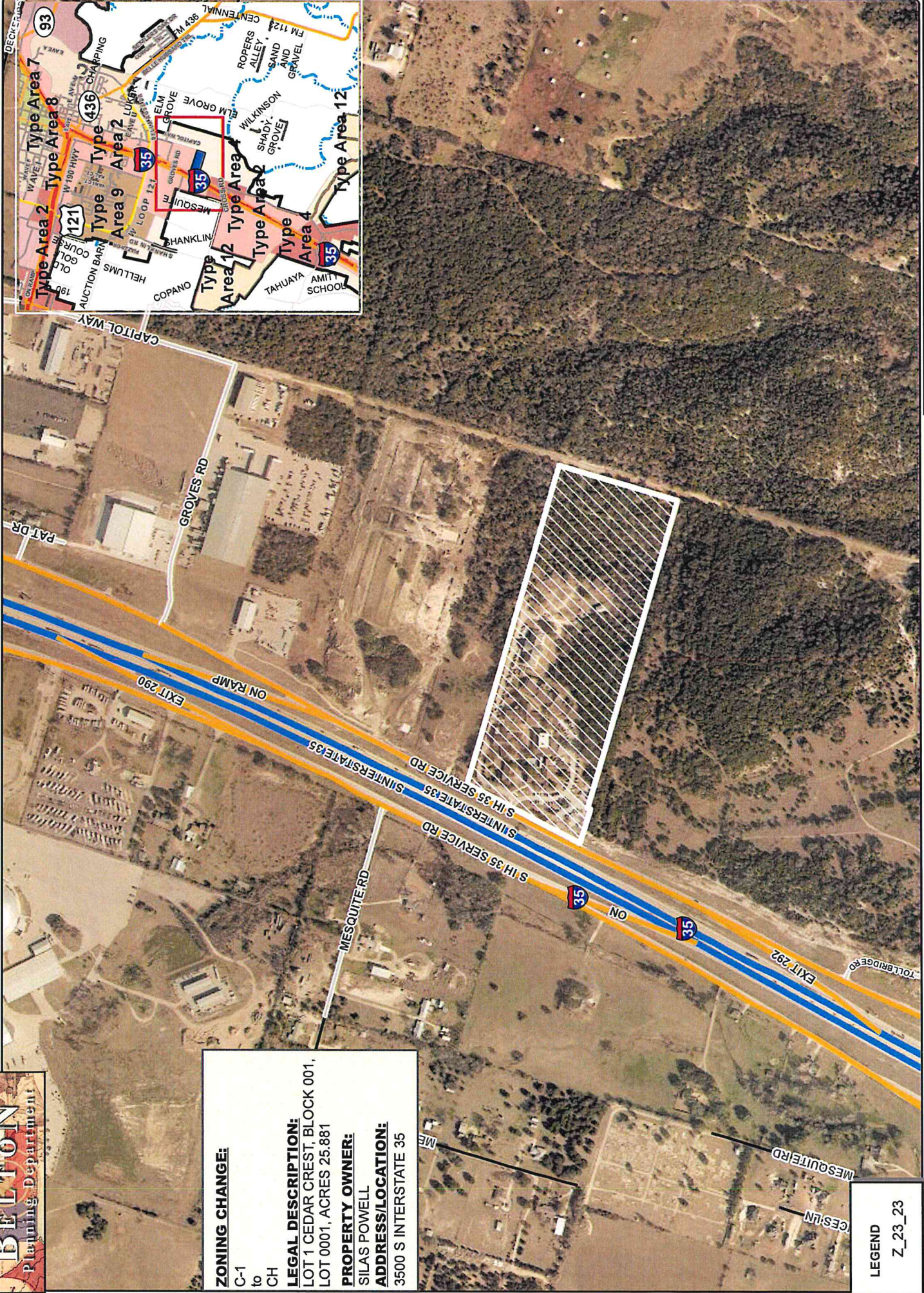
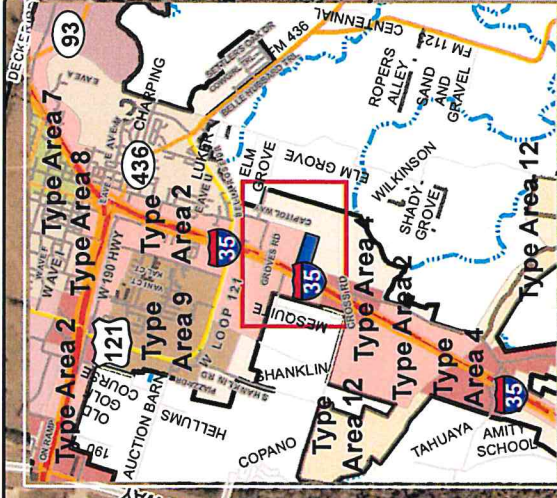
**CEDAR**  **CREST**  
A BEHAVIORAL HEALTHCARE SYSTEM

AHC2241

 **STENGEL-HILL**  
ARCHITECTURE



# Zoning Case # Z-23-23\_Location



**ZONING CHANGE:**  
C-1  
to  
CH

**LEGAL DESCRIPTION:**  
LOT 1 CEDAR CREST, BLOCK 001,  
LOT 0001, ACRES 25.881

**PROPERTY OWNER:**  
SILAS POWELL

**ADDRESS/LOCATION:**  
3500 S INTERSTATE 35

**LEGEND**  
Z\_23\_23



C-1

to

10

LOT 1 CEDAR CREST, BLO

**PROPERTY OWNER:**

**ADDRESS/LOCATION:**

3500 S INTERSTATE 35

\_\_\_\_\_


\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**Legend**

☐ City Parcels

CityLimits

- 7\_23\_23

Current\_Zoning

Agricultural

Commercial Highway

Commercial-1  
Commercial-2

Commercial-Z  
Light Industrial

☒ Planned Development

1

100

Map Date: 9/15/2023

Maps and data are for informational purposes and may not have been prepared for or be suitable for legal, engineering or surveying purposes. They do not represent an on-the-ground survey and represent only the approximate relative location of property boundaries. No warranty is made by the City of Bolton regarding specific accuracy or completeness.



0 500 1000 Feet

Map Date: 9/15/2023



# Zoning Case # Z-23-23\_Aerial



## ZONING CHANGE:

C-1  
to  
CH

## LEGAL DESCRIPTION:

LOT 1 CEDAR CREST, BLOCK 001,  
LOT 0001, ACRES 25.881

## PROPERTY OWNER:

SILAS POWELL

## ADDRESS/LOCATION:

3500 S INTERSTATE 35

## LEGEND

Z\_23\_23



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Map Date: 9/15/2023



**NOTICE OF APPLICATION FOR AN  
AMENDMENT TO THE ZONING ORDINANCE  
OF THE CITY OF BELTON**

THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: CRUNK ENGINEERING, REPRESENTING CEDAR CREST HOSPITAL ,  
TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 3500 S. IH 35 \_\_\_\_\_,  
FROM A(N) COMMERCIAL – 1 (C-1) \_\_\_\_\_ ZONING DISTRICT,  
TO A(N) COMMERCIAL HIGHWAY (CH) \_\_\_\_\_ ZONING DISTRICT,  
TO ALLOW FOR NEW USES INCLUDING AUTOMOBILE REPAIR GARAGE, PARTS SALES AND BODY REPAIR, AUTO PAINTING  
AND WINDOW TINTING.

THE PLANNING & ZONING COMMISSION OF THE CITY OF BELTON, TEXAS WILL HOLD A PUBLIC HEARING  
PURSUANT TO THIS REQUEST AT **5:30 P.M., Tuesday, October 17, 2023**, AT THE T.B. HARRIS CENTER, 401 N.  
ALEXANDER, BELTON, TEXAS.

IF APPROVED BY THE PLANNING & ZONING COMMISSION, THIS ITEM WILL BE PLACED ON THE AGENDA FOR A  
PUBLIC HEARING BY THE CITY COUNCIL. THAT MEETING WILL BE AT **5:30 P.M., Tuesday, October 24, 2023**, AT THE T.  
B. HARRIS COMMUNITY CENTER, 401 ALEXANDER STREET, BELTON, TEXAS.

YOU ARE RECEIVING THIS NOTICE BECAUSE YOU RESIDE WITHIN 200' OF THE PROPOSED ZONING CHANGE. PER  
STATE LAW, THE CITY IS REQUIRED TO NOTIFY YOU OF THE REQUESTED ZONING CHANGE. AS AN INTERESTED PROPERTY  
OWNER, THE CITY OF BELTON INVITES YOU TO MAKE YOUR VIEWS KNOWN REGARDING THIS ZONING CHANGE. YOU MAY  
SUBMIT WRITTEN COMMENTS BY COMPLETING THIS FORM AND RETURNING IT TO **P.O. BOX 120, BELTON, TX 76513** OR  
VIA EMAIL TO [PLANNING@BELTONTXAS.GOV](mailto:PLANNING@BELTONTXAS.GOV), PRIOR TO 1:00 P.M. ON OCTOBER 24, 2023.

IF YOU REQUIRE INTERPRETER SERVICES FOR THE DEAF OR HEARING IMPAIRED, PLEASE CONTACT THE CITY  
CLERK AT CITY HALL AT LEAST 48 HOURS BEFORE THESE MEETINGS.

---

circle one

AS AN INTERESTED PROPERTY OWNER, I (PROTEST) (APPROVE) THE REQUESTED ZONING AMENDMENT PRESENTED IN THE  
APPLICATION ABOVE FOR THE REASONS EXPRESSED BELOW:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

(ADDITIONAL COMMENTS MAY BE ADDED ON A SEPARATE SHEET OF PAPER)

SIGNATURE OF THE PROPERTY OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

**PLANNING DEPARTMENT  
CITY OF BELTON  
P. O. BOX 120  
BELTON, TEXAS 76513  
254.933.5291**

\*A notarized signature may be required for a written protest letter, if more than 20% of the adjacent neighbors  
protest the requested zoning change.



# Zoning Case # Z-23-23



## ZONING CHANGE:

C-1  
to  
CH

## LEGAL DESCRIPTION:

LOT 1 CEDAR CREST, BLOCK 001,  
LOT 0001, ACRES 25.881

## PROPERTY OWNER:

SILAS POWELL

## ADDRESS/LOCATION:

3500 S INTERSTATE 35

## Legend

Z\_23\_23

200' Property Owner  
Notification Area

☐ Tax Appraisal Parcels

Map Date: 9/15/2023



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21858  
KAELJO PROPERTIES LLC  
80 MORGANS POINT RD STE 101  
BELTON, TX 76513

472985  
HMIH CEDAR CREST LLC  
3500 S INTERSTATE 35  
BELTON, TX 76513-9426

394808  
MORRIS, ELLEN BREAUX EXEMPT TRUST  
PO BOX 42075  
AUSTIN, TX 78704

486802  
HMIH CEDAR CREST LLC  
3500 S INTERSTATE 35  
BELTON, TX 76513-9426

394809  
MORRIS, ELLEN BREAUX EXEMPT TRUST  
PO BOX 42075  
AUSTIN, TX 78704



**NOTICE OF APPLICATION FOR AN  
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OF THE CITY OF BELTON**

THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: CRUNK ENGINEERING, REPRESENTING CEDAR CREST HOSPITAL,  
TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 3500 S. IH 35  
FROM A(N) COMMERCIAL - 1 (C-1) ZONING DISTRICT,  
TO A(N) COMMERCIAL HIGHWAY (CH) ZONING DISTRICT,  
✓ TO ALLOW FOR THE EXISTING MEDICAL OFFICE FACILITIES AND FUTURE EXPANSION

THE PLANNING & ZONING COMMISSION OF THE CITY OF BELTON, TEXAS WILL HOLD A PUBLIC HEARING PURSUANT TO THIS REQUEST AT **5:30 P.M., Tuesday, October 17, 2023**, AT THE T.B. HARRIS CENTER, 401 N. ALEXANDER, BELTON, TEXAS.

IF APPROVED BY THE PLANNING & ZONING COMMISSION, THIS ITEM WILL BE PLACED ON THE AGENDA FOR A PUBLIC HEARING BY THE CITY COUNCIL. THAT MEETING WILL BE AT **5:30 P.M., Tuesday, October 24, 2023**, AT THE T. B. HARRIS COMMUNITY CENTER, 401 ALEXANDER STREET, BELTON, TEXAS.

YOU ARE RECEIVING THIS NOTICE BECAUSE YOU RESIDE WITHIN 200' OF THE PROPOSED ZONING CHANGE. PER STATE LAW, THE CITY IS REQUIRED TO NOTIFY YOU OF THE REQUESTED ZONING CHANGE. AS AN INTERESTED PROPERTY OWNER, THE CITY OF BELTON INVITES YOU TO MAKE YOUR VIEWS KNOWN REGARDING THIS ZONING CHANGE. YOU MAY SUBMIT WRITTEN COMMENTS BY COMPLETING THIS FORM AND RETURNING IT TO P.O. BOX 120, BELTON, TX 76513 OR VIA EMAIL TO [PLANNING@BELTONTXAS.GOV](mailto:PLANNING@BELTONTXAS.GOV), PRIOR TO 1:00 P.M. ON OCTOBER 24, 2023.

IF YOU REQUIRE INTERPRETER SERVICES FOR THE DEAF OR HEARING IMPAIRED, PLEASE CONTACT THE CITY CLERK AT CITY HALL AT LEAST 48 HOURS BEFORE THESE MEETINGS.

circle one

AS AN INTERESTED PROPERTY OWNER, I (PROTEST) (APPROVE) THE REQUESTED ZONING AMENDMENT PRESENTED IN THE APPLICATION ABOVE FOR THE REASONS EXPRESSED BELOW:

1. I have no objection to an increase in their
2. existing uses. Thank you-
3. \_\_\_\_\_

(ADDITIONAL COMMENTS MAY BE ADDED ON A SEPARATE SHEET OF PAPER)

SIGNATURE OF THE PROPERTY OWNER:

Ellen Breanahan

DATE:

Oct. 17, 2023

PLANNING DEPARTMENT  
CITY OF BELTON  
P. O. BOX 120  
BELTON, TEXAS 76513  
254.933.5291

\*A notarized signature may be required for a written protest letter, if more than 20% of the adjacent neighbors protest the requested zoning change.



Minutes of the  
**Planning and Zoning Commission (P&ZC)**  
City of Belton  
Tuesday, October 17, 2023

---

The Planning and Zoning Commission met at 5:30 p.m. at the Harris Community Center, 401 North Alexander Street. Present Commission members: Chair Brett Baggerly, Vice Chair David Jarratt, Quinton Locklin, Luke Potts, Nicole Fischer, Ty Taggart, Justin Ruiz, and Dominica Garza. The following member was absent: Alton McCallum. The following staff members were present: Director of Planning Bob van Til, Planner Tina Moore, Planning Administrator Melinda Brice, and IT System Analyst Alex Munger.

**4. Z-23-23 - Hold a public hearing and consider a zoning change from Commercial-1 to Commercial Highway District on approximately 25.881 acres located at 3500 S. IH 35, on the east side of Interstate 35, north of Shanklin Road and south of E. Grove Road. (Audio 07:02)**

Commission Member Potts recused himself from this item and item number 5.

City Planner Ms. Moore presented the staff report.

Chair Baggerly opened the public hearing.

With no further public input, the public hearing was closed.

City Planner Tina Moore answered questions from the Commission Members.

Commission Member Fischer made a motion to approve Z-23-23 as presented. Commission Member Ruiz seconded the motion. The motion passed with 7 ayes and 0 nays.

## **ORDINANCE NO. 2023-39**

### **AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM COMMERCIAL-1 TO COMMERCIAL HIGHWAY FOR APPROXIMATELY 25.811 ACRES LOCATED AT 3500 S. IH 35.**

**WHEREAS**, Crunk Engineering, representing property owner HMH Cedar Crest, has presented a petition duly signed, to the City Planning & Zoning Commission and filed said petition with the City Clerk of the City of Belton, and due notice of filing of said petition and hearing on said petition has been given as required by the City Zoning Ordinance and by law, and a hearing on said petition before the City Planning & Zoning Commission of the City of Belton was set for the 17<sup>th</sup> day of October 2023, at 5:30 p.m. for hearing and adoption, said district being described as follows:

Approximately 25.811 acres  
located at 3500 S IH 35  
(location map attached as Exhibit "A")

**WHEREAS**, said application for such amendment was duly recommended by the said City Planning & Zoning Commission and the date, time, and place of the hearing on said application by the City Council of the City of Belton was set for the 24<sup>th</sup> day of October 2023, at 5:30 p.m. at the Harris Community Center and due notice of said hearing was given as required by ordinances and by law; and

**WHEREAS**, a hearing was held upon the application by the City Council of the City of Belton at the time, place and date herein before set forth and no valid objection to said amendments was presented.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Belton, Texas, that the said district located on a tract of land as more fully and completely described above, be and is hereby changed Commercial-1 to Commercial Highway, in accordance to Section 23, *Commercial Highway District*, and the Design Standards in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance. The Zoning Ordinance of the City of Belton is hereby amended, subject to the following conditions:

1. The use of this property shall conform to the Commercial Highway District in all respects.
2. The development of each property shall conform to all applicable Type Area 2 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
  - a. Site Development Standards,
  - b. Landscape Design Standards
  - c. Tree Protection, Preservation, and Mitigation Standards.
3. A subdivision plat and a building permit are required prior to development.

This ordinance was presented at the stated meeting of the City Council of the City of Belton and upon reading was passed and adopted by the City Council on the 24<sup>th</sup> day of October 2023, by a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays.

**SIGNED AND APPROVED** by the Mayor and attested by the City Clerk on this the 24<sup>th</sup> day of October 2023.

\_\_\_\_\_  
David K. Leigh, Mayor

ATTEST:

\_\_\_\_\_  
Amy M. Casey, City Clerk



# Zoning Case # Z-23-23\_Location



**ZONING CHANGE:**  
C-1 to CH

**LEGAL DESCRIPTION:**  
LOT 1 CEDAR CREST, BLOCK 001,  
LOT 0001, ACRES 25.881

**PROPERTY OWNER:**  
SILAS POWELL

**ADDRESS/LOCATION:**  
3500 S INTERSTATE 35

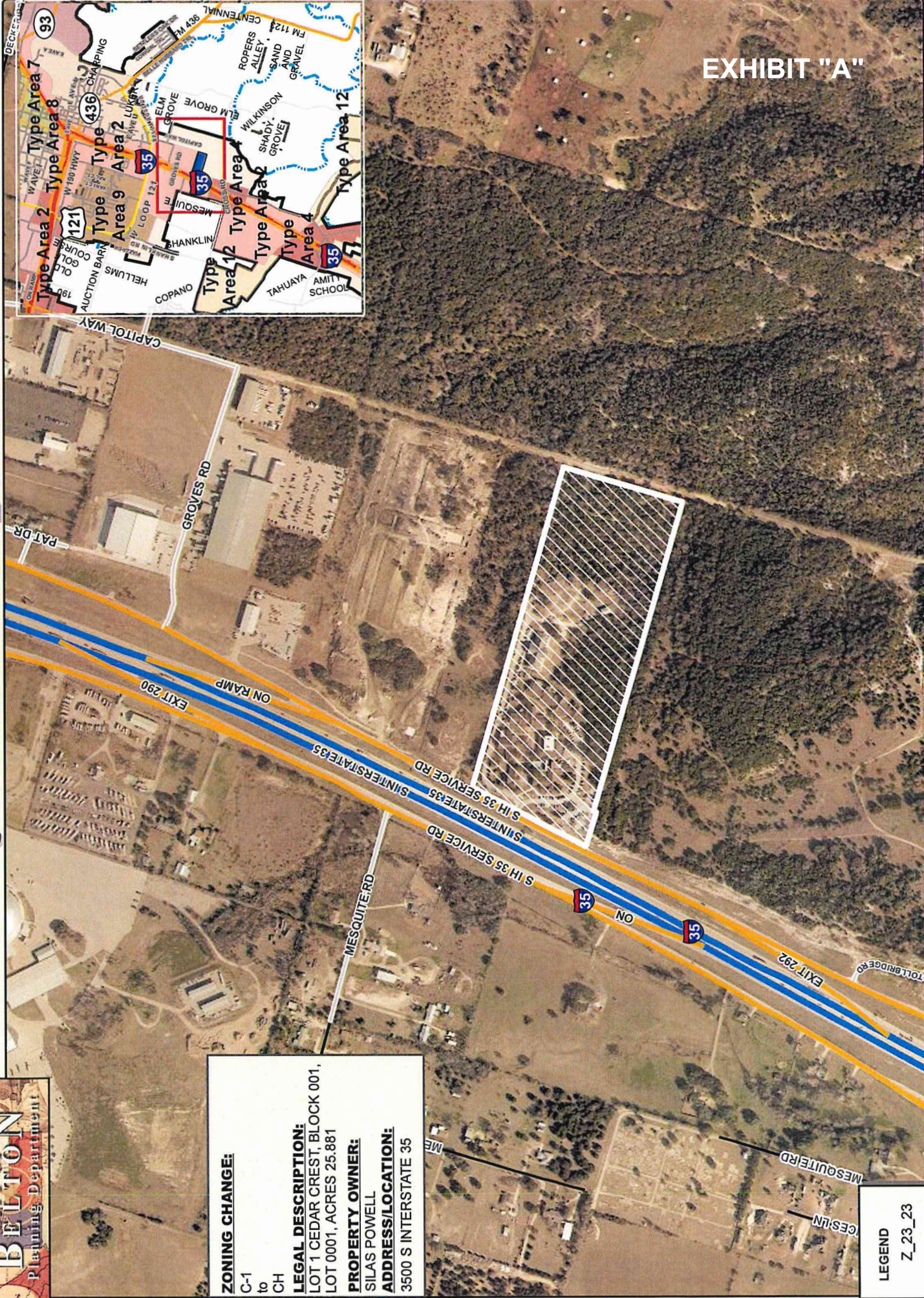


EXHIBIT "A"

LEGEND  
Z\_23\_23





# Staff Report – City Council Agenda Item

**Date:** October 24, 2023  
**Case No.:** P-23-24  
**Request:** Final Plat  
**Applicant:** Crunk Engineering  
**Owner/Developer:** HMH Cedar Crest

## **Agenda Item #9**

P-23-24 – Consider a final plat for Cedar Crest Amending Plat, comprising 38.55 acres, located at 3500 S. IH 35, east side of Interstate 35, south of Grove Road.

## **Originating Department**

Planning – Tina Moore, Planner

## **Case Summary**

This final plat proposes an amendment to the Cedar Crest Final Plat previously approved in August 2018. The amendment consolidates the existing site with the northern adjacent property. This plat will facilitate the future expansion of the behavioral health and substance abuse residential treatment facility. This is a one-block, one-lot subdivision comprising 38.55 acres.

## **Project Analysis and Discussion**

A zoning change is under consideration for the existing facility, approximately 25.881 acres, from Commercial-1 (C-1) to Commercial Highway (CH). The newly acquired northern property, 12.67 acres, is already zoned CH. The proposed lot and development plans satisfy the following requirements for the CH district.

**Water/Sewer:** This property is located within the City of Belton Water and Sewer Certificate of Convenience and Necessity (CCN). Services are currently available to this site and no extension of service is necessary with this plat.

**Access:** An existing driveway is located on the southern portion of the property along Interstate 35 Frontage Road. A second access is proposed for the northern addition along the frontage road. A formal issuance of a driveway permit from TxDOT is required prior to the issuance of a building permit.

## **Streets and Sidewalks:**

Capital Way is along the eastern border of this property and is identified as a major collector on the City's Thoroughfare Plan. Major collectors require a minimum ROW width of 80'. This

property is required to dedicate one-half of the needed ROW, with the other one-half anticipated to come from the property to the east when it develops. The developer is showing a 40' ROW dedication on the northern portion of the plat. A previous dedication was provided for the southern portion.

Mesquite Road is along the southern border of this property and is also identified as a major collector on the City's Thoroughfare Plan. A 40' dedication was previously provided.

Under the Subdivision Ordinance, the developer is required to provide perimeter street improvements for future roadways adjacent to their development. The developer is required to provide one-half the cost of paving (up to 18.5 feet) including curb and gutter and a five-foot-wide sidewalk.

With the previous Cedar Crest plat approved in 2018, the applicant provided \$69,076 for the construction of Capital Way. A variance was approved to waive the perimeter street improvements for Mesquite Road. At that time, the realignment of Mesquite Road was under review. With the support of Cedar Crest representatives, Mesquite Road was later realigned to the southern boundary of the Cedar Crest property, which has since been adopted with the updated 2021 Thoroughfare Plan Map.

The owner has provided a cost estimate of \$187,506.14 for the portion of Capital Way perimeter street improvement, excluding the portion previously funded in 2018. The cost estimate provided for Mesquite Road totals \$962,576. The applicant has submitted a variance request for this improvement. Funds provided to the City for the perimeter street improvements that are not expended within seven years will be refunded with interest back to the developer.

**Drainage:** Drainage plans are under review with the Civil Site Plans.

### **Recommendation**

At their meeting on October 17, 2023, the Planning and Zoning Commission unanimously recommended approval of the Cedar Crest Amending Plat including disapproval of the variance request for the Mesquite Way perimeter street improvements.

### **Attachments**

Final Plat Application

Final Plat

Variance Request Letter

Estimated Perimeter Street Improvements

P&Z Minutes Excerpt





**City of Belton**  
**Request for Subdivision Plat**  
**to the Planning and Zoning Commission and City Council**

Application is hereby made to the City Council for the following:

- ☐ General Development Plan Review
- ☐ Preliminary Subdivision
- ☐ Final Subdivision
- ☐ Administrative Plat
- ☒ Replat

Fees due \$ 655

☐ ETJ  
☐ Inside Belton City Limits

Date Received: 08-23-2023 Date Due: 08-24-2023

**(All plans are to be returned to the Planning Department according to the Plat Submission Calendar.)**

Applicant: Josh Erhard Phone: 615-873-1795

Address: 7112 Crossroads Blvd, Suite 201, Brentwood, TN 37027

Email: josh@crunkeng.com

Owner: HMH Cedar Crest LLC c/o Acadia Healthcare Company, Inc. Phone 833-873-2824

Mailing Address: 6100 Tower Circle, Ste. 1000 Franklin, TN 37067

Email Address: tammy.russell@acadiahealthcare.com

**Current Description of Property:**

Lot: 1 Block: n/a Subdivision: Cedar Crest Subdivision

Acres: 50.82 Survey: Edward Burleson Survey, A-16

Abstract #: S5758BE Street Address: 3500 South Interstate 35, Belton, TX 76513

Frontage in Feet: 968 Depth in Feet: 1753

Does Zoning comply with proposed use? YES Current Zoning: D-1475A/PRM DISTRICT-1

Name of proposed subdivision: Cedar Crest Subdivision

Number of Lots: 1 Fee: \$ 655

Signature of Applicant: [Signature] Date: 08-24-2023

Signature of Owner: [Signature] Date: 8/24/2023

**NOTE: Variances to code requirements may be considered by P&ZC and City Council.**



October 16, 2023

City of Belton  
Planning Department  
333 Water Street  
Belton, TX 76513  
254-933-5812



**Variance Request:**

Below is our request for a variance to waive the requirement to fund or construct the future Mesquite Rd extension along the southern border of the property.

The proposed project is the construction of a new behavioral health hospital that will be a part of the existing Cedar Crest Hospital & Residential Treatment Center. The new hospital will be constructed on an undeveloped parcel adjacent to the existing Cedar Crest Campus. To ease setback requirements and to bring the existing lot into conformance with the zoning ordinance, the two parcels will be consolidated. In addition, the city has requested sewer system improvements. These can be constructed without associated easements by consolidating these parcels.

While the undeveloped parcel is not bordered by the extension of the future Mesquite Roadway, the consolidation of the parcels will reinstate the requirement to fund or construct it. The existing Cedar Crest facility was granted a variance to waive the construction/fee to construct the future Mesquite Roadway at the August 28, 2018, City Council Meeting. We ask that this decision be extended to the current project.

Please note that the revised cost estimate provided by KPA Engineers, the consulting firm for the city reflects a significant escalation in cost from the originally approved estimate. This would place a much higher burden on the project. As such we respectfully request a variance to waive this requirement.

Sincerely,

A handwritten signature in blue ink, which appears to read 'Adam Crunk', is located below the 'Sincerely,' text.

Adam Crunk, PE  
Crunk Engineering LLC



October 6, 2023

Tina Moore  
333 Water Street  
Belton, TX 76513

Re: Cedar Crest – Escrow for Capital Way Roadway Construction

Dear Mrs. Moore:

This letter is being written to accompany to Cedar Crest Roadway application for the Capital Way Road Escrow requested by the City of Belton.

Table 1.0 below includes our itemized opinion of probable cost to construct half of the requested 321.48' of Capital Way.

Table 1.0 below includes our itemization.

#### PRELIMINARY OPINION OF PROBABLE COST

		Quantity	Unit	Unit Cost	Total	Acadia Portion
1	Site Preparation and Clearing (Incl Sod/Landscape Removal and Replace)	3.2	STA	1,100.00	\$3,520.00	\$1,760.00
2	Erosion Control Plan and Implementation	1.0	LS	3,750.00	\$3,750.00	\$1,875.00
3	Silt Fence	321.0	LF	4.00	\$1,284.00	\$642.00
4	Traffic Control Plan	1.0	LS	500.00	\$500.00	\$250.00
5	Traffic Control Plan Implementation	1.0	LS	2,500.00	\$2,500.00	\$1,250.00
6	Site Mobilization and Insurance	1.0	LS	20,000.00	\$20,000.00	\$10,000.00
7	Fire Hydrants and Assemblies	1.0	EA	10,000.00	\$10,000.00	\$5,000.00
8	6" Waterline	321.0	LF	135.00	\$43,335.00	\$21,667.50
9	Roadway and Sidewalk Excavation and Fill	1,284.0	CY	9.00	\$11,556.00	\$5,778.00
10	8" Crushed Limestone Base Pavement	1,319.7	SY	32.00	\$42,229.33	\$21,114.67
11	New 4" Type B HMA Replacement	1,141.3	SY	17.00	\$19,402.67	\$9,701.33
12	New 2" Type B HMA Replacement	1,141.3	SY	33.00	\$37,664.00	\$18,832.00
13	New Concrete Curb and Gutter	642.0	LF	25.00	\$16,050.00	\$8,025.00

Adolfson & Peterson Construction  
1600 North Collins Blvd. | Richardson, TX 75080  
p 972.387.1700 | www.a-p.com

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Tina Moore  
333 Water Street  
Belton, TX 76513  
Page 2

14	New 5' Sidewalk	178.3	SY	115.00	\$20,508.33	\$10,254.17
15	18" RCP	20	LF	130.00	\$2,600.00	\$1,300.00
16	24" RCP	160	LF	130.00	\$20,800.00	\$10,400.00
17	Curb Inlets	1	EA	10,000.00	\$10,000.00	\$5,000.00
18	Trench Safety Plan	1	LS	2,500.00	\$2,500.00	\$1,250.00
19	Trench Safety	180	LF	1.50	\$270.00	\$135.00
20	Topsoil and Seeding	700	SY	6.00	\$4,200.00	\$2,100.00

Subtotal Construction	\$272,669.33	\$136,334.67
Contingency 15%	\$40,900.40	\$20,450.20
Construction Total to Use	\$313,569.73	\$156,784.87
Professional Services	\$56,442.55	\$28,221.28
Utility Adjustments (Oncor, Telecom, Water, etc...)	\$5,000.00	\$2,500.00
Project Total	\$375,012.29	\$187,506.14
Total for Escrow		<b>\$187,506.14</b>

Sincerely,



Tommy Meserole  
Director of Preconstruction  
Adolfson & Peterson Construction



October 6, 2023

Tina Moore  
333 Water Street  
Belton, TX 76513

Re: Cedar Crest – Escrow for Mesquite Roadway Construction

Dear Mrs. Moore:

This letter is being written to accompany to Cedar Crest Roadway application for the Mesquite Road Escrow requested by the City of Belton.

Table 1.0 below includes our itemized opinion of probable cost to construct half of the requested 1,841.35' of Mesquite Road.

Table 1.0 below includes our itemization.

#### PRELIMINARY OPINION OF PROBABLE COST

	Quantity	Unit	Unit Cost	Total	Acadia Portion
1 Site Preparation and Clearing (Incl Sod/Landscape Removal and Replace)	18.4	STA	1,100.00	\$ 20,240.00	\$ 10,120.00
2 Erosion Control Plan and Implementation	1.0	LS	3,750.00	\$ 3,750.00	\$ 1,875.00
3 Silt Fence	1,841.0	LF	4.00	\$ 7,364.00	\$ 3,682.00
4 Traffic Control Plan	1.0	LS	1,500.00	\$ 1,500.00	\$ 750.00
5 Traffic Control Plan Implementation	1.0	LS	7,500.00	\$ 7,500.00	\$ 3,750.00
6 Site Mobilization and Insurance	1.0	LS	80,000.00	\$ 80,000.00	\$ 40,000.00
7 Fire Hydrants and Assemblies	3.0	EA	10,000.00	\$ 30,000.00	\$ 15,000.00
8 6" Waterline	1,841.0	LF	135.00	\$ 248,535.00	\$ 124,267.50
9 Roadway and Sidewalk Excavation and Fill	7,364.0	CY	9.00	\$ 66,276.00	\$ 33,138.00
10 8" Crushed Limestone Base Pavement	5,523.0	SY	32.00	\$ 176,736.00	\$ 88,368.00
11 New 4" Type B HMA Replacement	6,750.3	SY	17.00	\$ 114,755.67	\$ 57,377.83
12 New 2" Type B HMA Replacement	6,750.3	SY	33.00	\$ 222,761.00	\$ 111,380.50
13 New Concrete Curb and Gutter	3,682.0	LF	25.00	\$ 92,050.00	\$ 46,025.00
14 New 5' Sidewalk	1,022.8	SY	115.00	\$ 117,619.44	\$ 58,809.72
15 18" RCP	100	LF	130.00	\$ 13,000.00	\$ 6,500.00
16 24" RCP	920	LF	130.00	\$ 119,600.00	\$ 59,800.00
17 Curb Inlets	5	EA	10,000.00	\$ 50,000.00	\$ 25,000.00

Adolfson & Peterson Construction  
1600 North Collins Blvd. | Richardson, TX 75080  
p 972.387.1700 | www.a-p.com

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Tina Moore  
333 Water Street  
Belton, TX 76513  
Page 2

18	Trench Safety Plan	1	LS	2,500.00	\$ 2,500.00	\$ 1,250.00
19	Trench Safety	1020	LF	1.50	\$ 1,530.00	\$ 765.00
20	Topsoil and Seeding	4090	SY	6.00	\$ 24,540.00	\$ 12,270.00
Subtotal Construction					\$ 1,400,257.11	\$ 700,128.56
Contingency 15%					\$ 210,038.57	\$ 105,019.28
Construction Total to Use					\$ 1,610,295.68	\$ 805,147.84
Professional Services					\$ 289,853.22	\$ 144,926.61
Utility Adjustments (Oncor, Telecom, Water, etc...)					\$ 25,000.00	\$ 12,500.00
Project Total					\$ 1,925,148.90	\$ 962,574.45
Total for Escrow						\$ 962,574.45

Sincerely,



Tommy Meserole  
Director of Preconstruction  
Adolfson & Peterson Construction

Minutes of the  
**Planning and Zoning Commission (P&ZC)**  
City of Belton  
Tuesday, October 17, 2023

---

The Planning and Zoning Commission met at 5:30 p.m. at the Harris Community Center, 401 North Alexander Street. Present Commission members: Chair Brett Baggerly, Vice Chair David Jarratt, Quinton Locklin, Luke Potts, Nicole Fischer, Ty Taggart, Justin Ruiz, and Dominica Garza. The following member was absent: Alton McCallum. The following staff members were present: Director of Planning Bob van Til, Planner Tina Moore, Planning Administrator Melinda Brice, and IT System Analyst Alex Munger.

**5. P-23-24 – Consider a final plat for Cedar Crest Amending Plat, comprising of 38.25 acres, located at 3500 S. IH 35. (Audio 11:41)**

City Planner Ms. Moore presented the staff report.

City Planner Tina Moore answered questions from the Commission Members related to the variance request for Mesquite Road, and the previous plat approval in 2018.

Director van Til addressed a question related to amending the length of time for funds to be held for improvements.

Commission Member Taggart made a motion to approve P-23-24 as presented with the denial of the variance request for the Mesquite Road perimeter street improvements. Vice Chair Jarratt seconded the motion. The motion passed with 7 ayes and 0 nays.



# Staff Report – City Council Agenda Item



Date: October 24, 2023  
Case No.: Z-23-24  
Request: Agricultural to Commercial-2  
Applicant/Owners: Michael Jenson/Temple Pro Ventures Industrial, LLC.

## **Agenda Item #10**

Z-23-24 – Hold a public hearing and consider a zoning change from Agricultural (A) to Commercial-2 on approximately 2.76 acres located at 4073 W. US Highway 190 Service Road, on the south side of Interstate 14, west of FM 1670, and east of Dogridge Road.

**Originating Department:** Planning Department – Tina Moore, Planner

**Current Zoning:** Agricultural

**Current Use:** Commercial Office

**Proposed Zoning:** Commercial-2 (C-2)

**Proposed Use(s):** Construction Office

**Future Land Use Map (FLUM) Designation:**

The FLUM identifies this general area as a commercial corridor.

**Design Standards Type Area 2:**

This Type Area is projected for primarily commercial highway frontage uses with opportunities for mixed-uses, hotels, restaurants, new car dealerships, multi-story offices, and other similar commercial uses.

**Background/Case Summary**

This property was annexed in November 2004 and zoned Agricultural. The applicant recently submitted a Sign Permit Application to advertise their relocation to this vacant commercial office. However, the current Agricultural zoning of the property does not support a plumbing shop, necessitating a zoning change. The City requires new tenants to apply for a Certificate of Occupancy (CO) to ensure compliance with zoning and life safety requirements.

## **Project Analysis and Discussion**

### **Existing Conditions:**

<b>Direction</b>	<b>Zoning</b>	<b>Use</b>
North	Agricultural	Vacant /Undeveloped
South	Rural Bell County	Vacant/Undeveloped
West	Agricultural	Former boat storage
East	Agricultural	Mobile Home Park

**Land Use Table/Allowable Uses:** The requested C-2 Zoning District permits plumbing and other contractor offices. Other uses permitted in the C-2 district include commercial amusement (indoor and outdoor), auto sales new or used, boat sales, car wash, furniture manufacture/upholstery, carpentry, cabinet, painting, and welding shops. Outdoor storage is permitted in the C-2 district.

**Area & Setback Requirements:** The subject property is approximately 2.76 acres and exceeds the minimum area requirements.

	<b>C-2</b>
Minimum Lot area	5,000
Lot width	50'
Lot Depth	100'
Minimum Front Yard Setback	20'
Minimum Side Yard Setback	15'/20'- adjacent to a street
Minimum Rear Yard Setback	15'
Maximum Lot Coverage	50%

Future buildings constructed on this site will be reviewed for compliance with the setback requirements, and applicable building, fire, and site development requirements.

**Water CCN:** This property is in the Dog Ridge Water Supply Corporation (WSC) Certificate of Convenience and Necessity (CCN). Domestic water will be provided by Dog Ridge.

**Sewer CCN:** This property is inside the Belton Sewer CCN; however, no sanitary sewer lines are available. The applicant has an existing on-site sewage facility.

The FLUM identifies this area as a Commercial Corridor. The requested C-2 Zoning District is consistent with the commercial uses expected in this area. Therefore, the requested zoning appears to be appropriate at this location.

## **Recommendation**

At their meeting on October 17, 2023, the Planning and Zoning Commission unanimously recommended approval of the requested zoning change from Agricultural to Commercial-2 (C-2) District, subject to the following:

1. The use of this property shall conform to the Commercial-2 District in all respects.
2. The development of each property shall conform to all applicable Type Area 2 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
  - a. Site Development Standards
  - b. Landscape Design Standards
  - c. Tree Protection, Preservation, and Mitigation Standards.
3. A subdivision plat and a building permit are required for any future construction on the site.

## **Attachments**

Application

Property Location Map

Zoning map

Aerial photo

Zoning notice to owners/Owner notification list/Map with zoning notice boundary (200')

P&Z Minutes Excerpt

Ordinance

# ZONING CHANGE APPLICATION

Fee: \$300.00



<b>Date received:</b>	
<b>APPLICANT NAME:</b> Michael Jensen	
<b>EMAIL:</b> jensengroup@att.net	<b>PHONE NUMBER:</b> 254.778.2571
<b>MAILING ADDRESS:</b> PO Box 644 Temple, TX 76503	
<b>PROPERTY OWNER NAME:</b> Temple Pro Ventures Industrial, LLC	
<b>EMAIL:</b> linda@mig-texas.com	<b>PHONE NUMBER:</b> 254-771.2084
<b>MAILING ADDRESS:</b> P.O. Box 310 Temple, TX 76503	

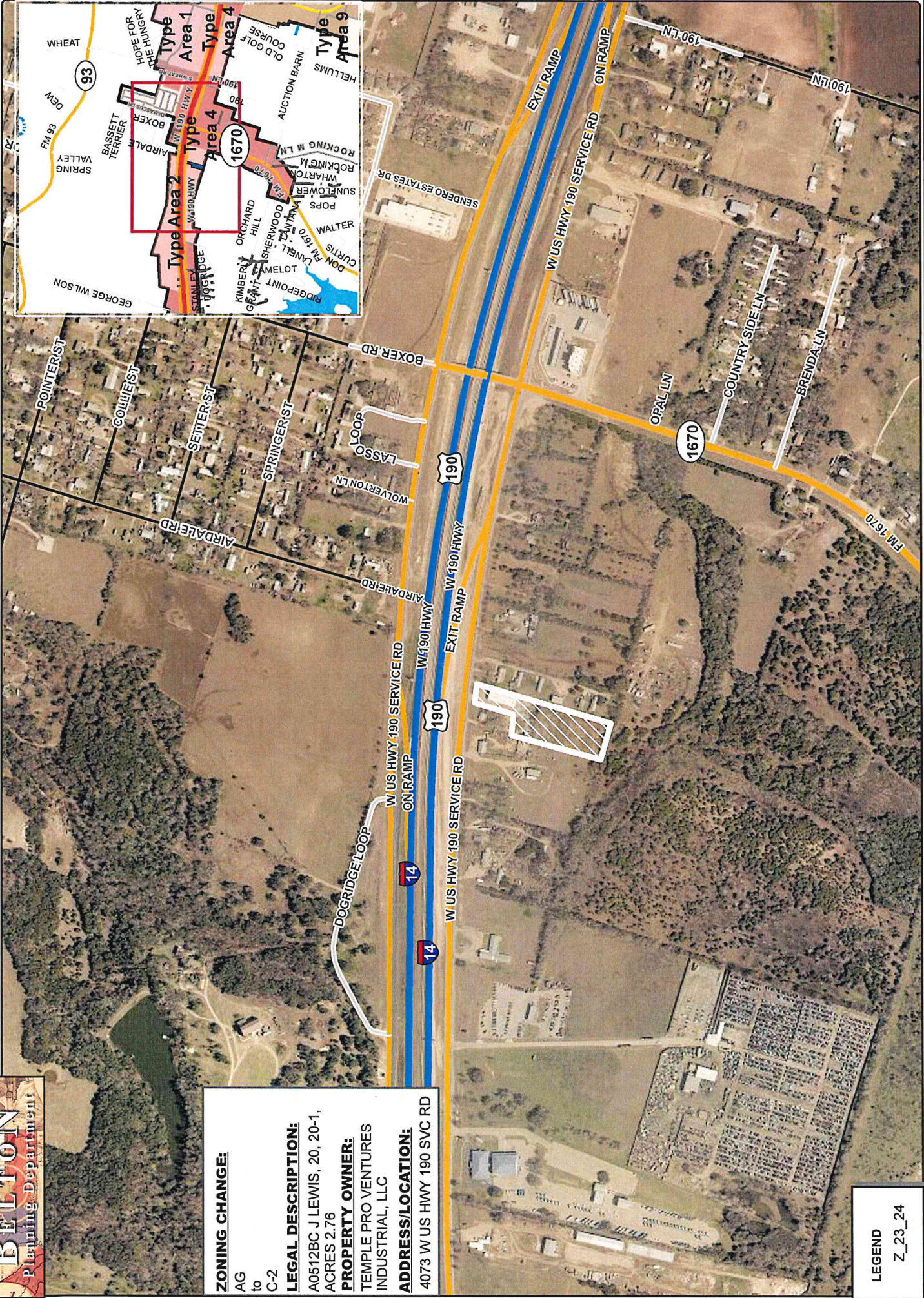
<b>Proposed Use of Structures (building) and Property (exterior property):</b> <u>Offices, Plumbing Service, Car Sales</u>
<b>Current Use:</b> <u>Offices, Plumbing Service, Car Sales</u>
<b>LOCATION/STREET ADDRESS OF PROPERTY TO BE REZONED:</b> <u>4073 West US Highway 190 Belton TX 76513</u>
<b>Legal Description of Property:</b> Abstract Survey <u>A0512BC J Lewis, 20, 20-1, 2.76 Acres</u> Parcel ID <u>232438</u> Lot(s): _____ Block(s): _____ of Subdivision _____
<b>Existing Zoning:</b> <u>Agricultural</u> <b>Proposed Zoning:</b> <u>C-2 - COMMERCIAL DISTC-2 - COMMERCIAL DISTRICT - 2RICT - 2</u>

Signature of Applicant: [Signature] Date: 9/12/23  
Signature of Owner (if not applicant): [Signature] Date: 09/11/23

City of Belton Planning Department  
333 Water Street \* Belton, Texas 76513 \* Phone (254) 933-5812 \* Fax (254) 933-5822



# Zoning Case # Z-23-24\_Location



## ZONING CHANGE:

AG  
to  
C-2

## LEGAL DESCRIPTION:

A0512BC J LEWIS, 20, 20-1,  
ACRES 2.76

## PROPERTY OWNER:

TEMPLE PRO VENTURES  
INDUSTRIAL, LLC

## ADDRESS/LOCATION:

4073 W US HWY 190 SVC RD

## LEGEND

Z\_23\_24

Maps and data are for informational purposes and may not have been prepared for or be suitable for legal, engineering or surveying purposes. They do not represent an on-the-ground survey and represent only the approximate relative location of property boundaries. No warranty is made by the City of Belton regarding specific accuracy or completeness.



Map Date: 9/21/2023



# Zoning Case # Z-23-24\_Zoning



Author: Anthony Holgrass, City of Belton Path: E:\City of Belton Projects\Folders\Maps and Data\Zoning Cases\2023\Zoning Change Cases\Z-23-24\Z-23-24\_Zoning.mxd

## ZONING CHANGE:

AG  
to  
C-2

## LEGAL DESCRIPTION:

A0512BC J LEWIS, 20, 20-1,  
ACRES 2.76

## PROPERTY OWNER:

TEMPLE PRO VENTURES  
INDUSTRIAL, LLC

## ADDRESS/LOCATION:

4073 W US HWY 190 SVC RD

LI C-1 w/SUP

## Legend

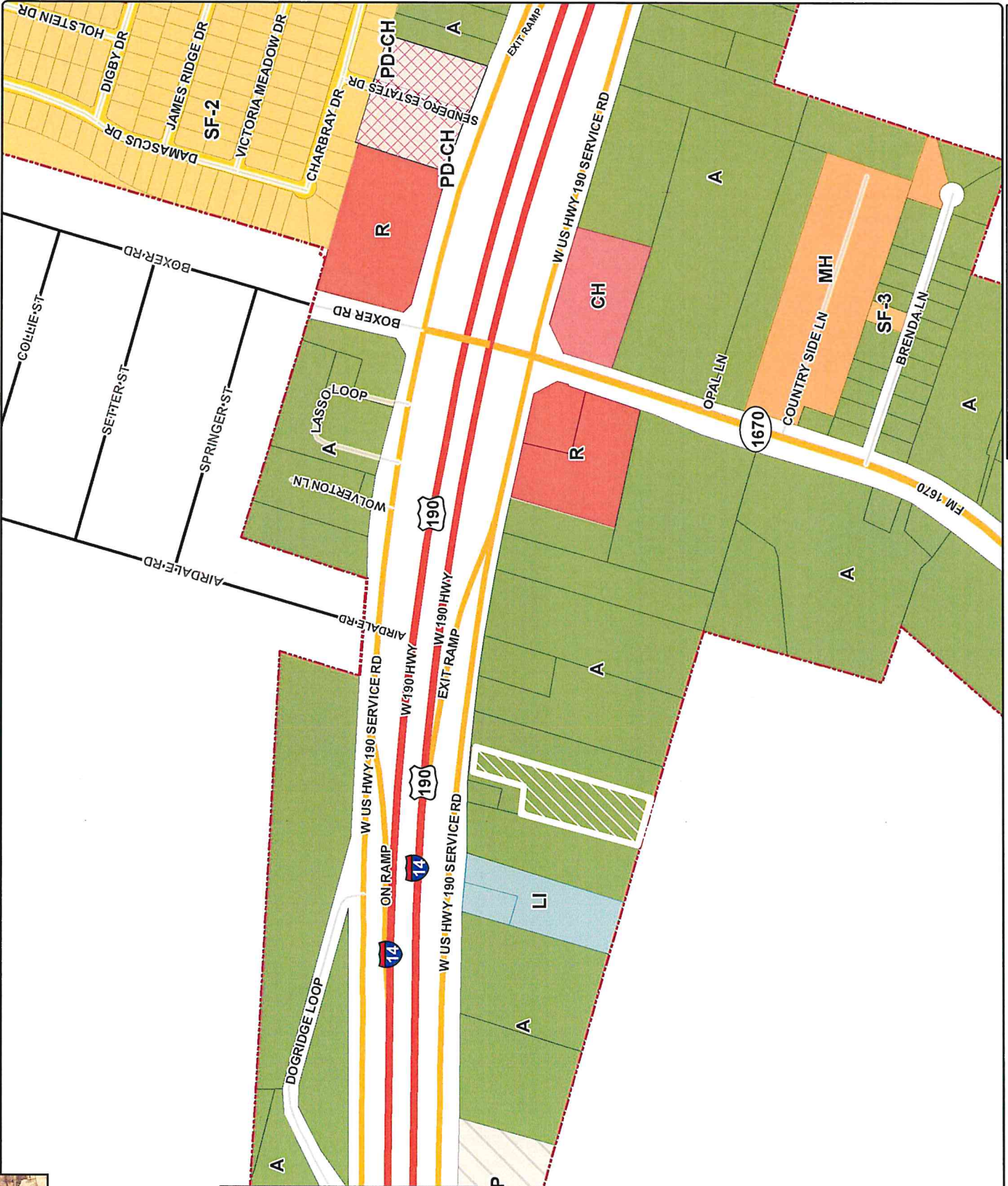
- Z\_23\_24
- City Limits
- City Limits
- Current\_Zoning
- Agricultural
- Commercial Highway
- Light Industrial
- Mobile Home
- Planned Development
- Retail
- Single Family-2
- Single Family-3
- Specific Use Permit

Map Date: 9/21/2023

0 500 1000 Feet



Maps and data are for informational purposes and may not have been prepared for or be suitable for legal, engineering or surveying purposes. They do not represent an on-the-ground survey and represent only the approximate relative location of property boundaries. No warranty is made by the City of Belton regarding specific accuracy or completeness.





# Zoning Case # Z-23-24\_Aerial



**ZONING CHANGE:**

AG  
to  
C-2

**LEGAL DESCRIPTION:**

A0512BC J LEWIS, 20, 20-1,  
ACRES 2.76

**PROPERTY OWNER:**

TEMPLE PRO VENTURES  
INDUSTRIAL, LLC

**ADDRESS/LOCATION:**

4073 W US HWY 190 SVC RD

**LEGEND**

Z\_23\_24

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Map Date: 9/21/2023



**NOTICE OF APPLICATION FOR AN  
AMENDMENT TO THE ZONING ORDINANCE  
OF THE CITY OF BELTON**

THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: MICHAEL JENSEN REPRESENTING ROTO ROOTER,  
TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 4073 W. US HIGHWAY 190,  
FROM A(N) AGRICULTURAL (A) ZONING DISTRICT,  
TO A(N) COMMERCIAL -2 (C-2) ZONING DISTRICT,  
TO PROVIDE AN APPROPRIATE ZONING DISTRICT FOR THE EXISTING COMMERCIAL OFFICE USE.

THE PLANNING & ZONING COMMISSION OF THE CITY OF BELTON, TEXAS WILL HOLD A PUBLIC HEARING PURSUANT TO THIS REQUEST AT **5:30 P.M., Tuesday, October 17, 2023**, AT THE T.B. HARRIS CENTER, 401 N. ALEXANDER, BELTON, TEXAS.

IF APPROVED BY THE PLANNING & ZONING COMMISSION, THIS ITEM WILL BE PLACED ON THE AGENDA FOR A PUBLIC HEARING BY THE CITY COUNCIL. THAT MEETING WILL BE AT **5:30 P.M., Tuesday, October 24, 2023**, AT THE T. B. HARRIS COMMUNITY CENTER, 401 ALEXANDER STREET, BELTON, TEXAS.

YOU ARE RECEIVING THIS NOTICE BECAUSE YOU RESIDE WITHIN 200' OF THE PROPOSED ZONING CHANGE. PER STATE LAW, THE CITY IS REQUIRED TO NOTIFY YOU OF THE REQUESTED ZONING CHANGE. AS AN INTERESTED PROPERTY OWNER, THE CITY OF BELTON INVITES YOU TO MAKE YOUR VIEWS KNOWN REGARDING THIS ZONING CHANGE. YOU MAY SUBMIT WRITTEN COMMENTS BY COMPLETING THIS FORM AND RETURNING IT TO **P.O. BOX 120, BELTON, TX 76513** OR VIA EMAIL TO [PLANNING@BELTONTXAS.GOV](mailto:PLANNING@BELTONTXAS.GOV), PRIOR TO 1:00 P.M. ON OCTOBER 24, 2023.

IF YOU REQUIRE INTERPRETER SERVICES FOR THE DEAF OR HEARING IMPAIRED, PLEASE CONTACT THE CITY CLERK AT CITY HALL AT LEAST 48 HOURS BEFORE THESE MEETINGS.

circle one

AS AN INTERESTED PROPERTY OWNER, I (PROTEST) (APPROVE) THE REQUESTED ZONING AMENDMENT PRESENTED IN THE APPLICATION ABOVE FOR THE REASONS EXPRESSED BELOW:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

(ADDITIONAL COMMENTS MAY BE ADDED ON A SEPARATE SHEET OF PAPER)

SIGNATURE OF THE PROPERTY OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

**PLANNING DEPARTMENT  
CITY OF BELTON  
P. O. BOX 120  
BELTON, TEXAS 76513  
254.933.5291**

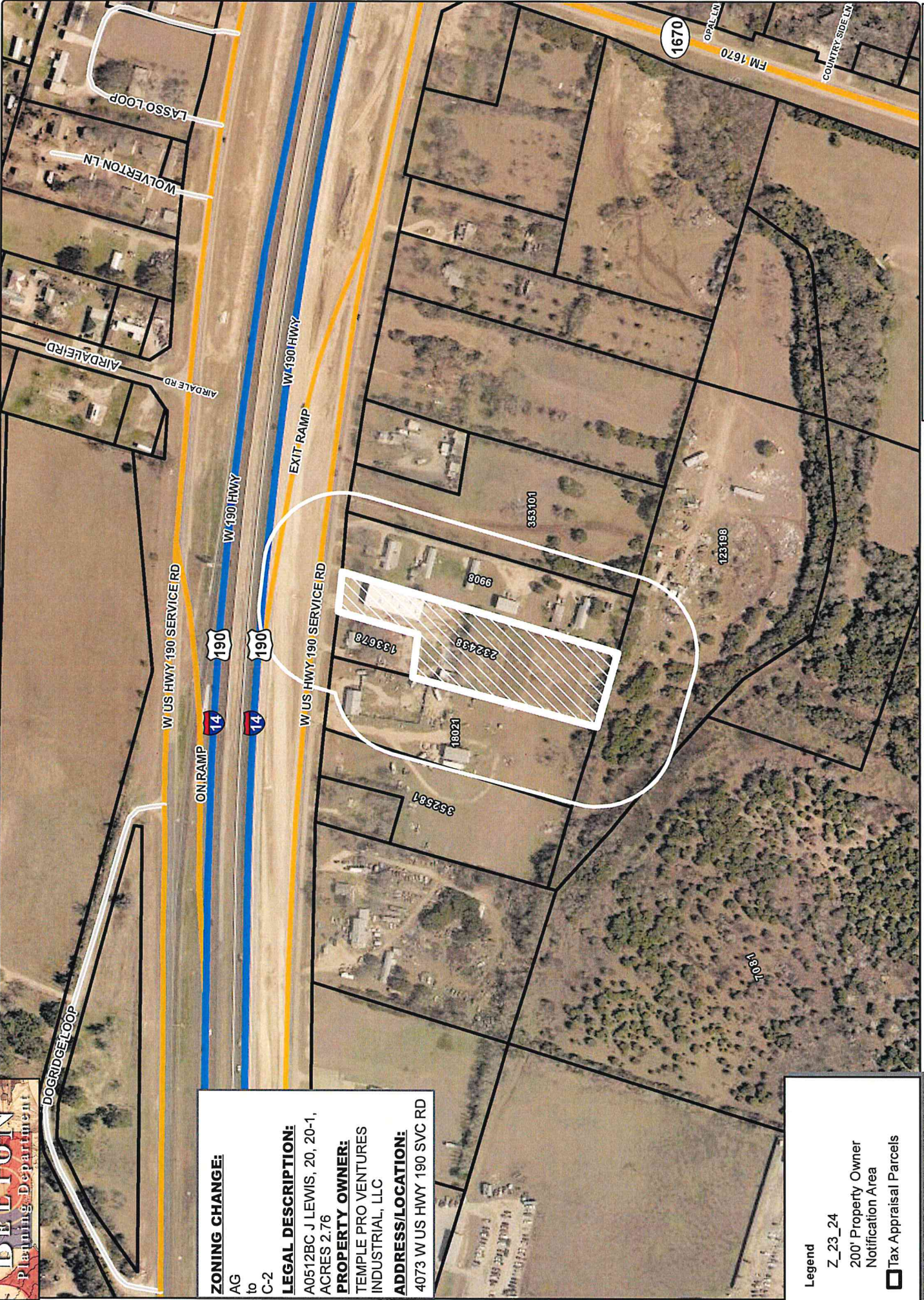
\*A notarized signature may be required for a written protest letter, if more than 20% of the adjacent neighbors protest the requested zoning change.



# Zoning Case # Z-23-24



Author: Anthony Holgrass, City of Belton Path: E:\City of Belton Projects\Folders\Maps and Data\Zoning Cases\2023\Zoning Change Cases\Z-23-24\Z-23-24.mxd



## ZONING CHANGE:

AG  
to  
C-2

## LEGAL DESCRIPTION:

A0512BC J LEWIS, 20, 20-1,  
ACRES 2.76

## PROPERTY OWNER:

TEMPLE PRO VENTURES  
INDUSTRIAL, LLC

## ADDRESS/LOCATION:

4073 W US HWY 190 SVC RD

## Legend

Z\_23\_24

200' Property Owner  
Notification Area

☐ Tax Appraisal Parcels



Map Date: 9/21/2023

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7081  
BAUGH, LOVIC G ETUX MARGARET C  
1900 FM 1670  
BELTON, TX 76513-7101

123198  
KAY, CHARLES STANLEY  
1719 HARLEY DR  
KILLEEN, TX 76548-1748

352581  
OMNI CONCEPTS LLC  
3303 CHISHOLM CIR  
KILLEEN, TX 76542

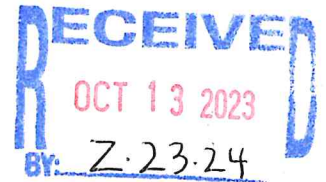
9908  
VENEGAS, MOISES  
780 PRIVATE RD 3090  
LAMPASAS, TX 76550-4025

133678  
RACHAL, DORIS G LACEY  
4171 W US HWY 190  
BELTON, TX 76513

353101  
KAY, CHARLES STANLEY  
1719 HARLEY DR  
KILLEEN, TX 76548-1748

18021  
OMNI CONCEPTS LLC  
3303 CHISHOLM CIR  
KILLEEN, TX 76542  
232438  
TEMPLE PRO VENTURES INDUSTRIAL LLC  
PO BOX 310  
TEMPLE, TX 76503-0310

NOTICE OF APPLICATION FOR AN  
AMENDMENT TO THE ZONING ORDINANCE  
OF THE CITY OF BELTON



THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: MICHAEL JENSEN REPRESENTING ROTO ROOTER  
TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 4073 W. US HIGHWAY 190  
FROM A(N) AGRICULTURAL (A) ZONING DISTRICT,  
TO A(N) COMMERCIAL -2 (C-2) ZONING DISTRICT,  
TO PROVIDE AN APPROPRIATE ZONING DISTRICT FOR THE EXISTING COMMERCIAL OFFICE USE

THE PLANNING & ZONING COMMISSION OF THE CITY OF BELTON, TEXAS WILL HOLD A PUBLIC HEARING PURSUANT TO THIS REQUEST AT **5:30 P.M., Tuesday, October 17, 2023**, AT THE T.B. HARRIS CENTER, 401 N. ALEXANDER, BELTON, TEXAS.

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circle one

AS AN INTERESTED PROPERTY OWNER, I (PROTEST) (APPROVE) THE REQUESTED ZONING AMENDMENT PRESENTED IN THE APPLICATION ABOVE FOR THE REASONS EXPRESSED BELOW:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

(ADDITIONAL COMMENTS MAY BE ADDED ON A SEPARATE SHEET OF PAPER)

SIGNATURE OF THE PROPERTY OWNER:  DATE: 10/10/23

232438  
TEMPLE PRO VENTURES INDUSTRIAL LLC  
PO BOX 310  
TEMPLE, TX 76503-0310

PLANNING DEPARTMENT  
CITY OF BELTON  
P. O. BOX 120  
BELTON, TEXAS 76513  
254.933.5291

\*A notarized signature may be required for a written protest letter, if more than 20% of the adjacent neighbors protest the requested zoning change.

Minutes of the  
**Planning and Zoning Commission (P&ZC)**  
City of Belton  
Tuesday, October 17, 2023

---

The Planning and Zoning Commission met at 5:30 p.m. at the Harris Community Center, 401 North Alexander Street. Present Commission members: Chair Brett Baggerly, Vice Chair David Jarratt, Quinton Locklin, Luke Potts, Nicole Fischer, Ty Taggart, Justin Ruiz, and Dominica Garza. The following member was absent: Alton McCallum. The following staff members were present: Director of Planning Bob van Til, Planner Tina Moore, Planning Administrator Melinda Brice, and IT System Analyst Alex Munger.

**6. Z-23-24 - Hold a public hearing and consider a zoning change from Agricultural (A) to Commercial – 2, on approximately 2.76 acres located at 4073 W. US Highway 190 Svc. Road, on the south side of Interstate 14, west of FM 1670, and east of Dog Ridge Road. (Audio 23:17)**

City Planner Ms. Moore presented the staff report.

Chair Baggerly opened the public hearing.

With no further public input, the public hearing was closed.

City Planner Tina Moore answered questions from the Commission Members.

Commission Member Potts made a motion to approve Z-23-24 as presented. Commission Member Locklin seconded the motion. The motion passed with 8 ayes and 0 nays.

## **ORDINANCE NO. 2023-40**

### **AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM AGRICULTURAL TO COMMERCIAL-2 FOR APPROXIMATELY 2.76 ACRES LOCATED AT 4073 W. US HIGHWAY 190 SERVICE ROAD.**

**WHEREAS**, Michael Jenson, representing property owner Temple Pro Ventures, LLC. has presented a petition duly signed, to the City Planning & Zoning Commission and filed said petition with the City Clerk of the City of Belton, and due notice of filing of said petition and hearing on said petition has been given as required by the City Zoning Ordinance and by law, and a hearing on said petition before the City Planning & Zoning Commission of the City of Belton was set for the 17<sup>th</sup> day of October 2023, at 5:30 p.m. for hearing and adoption, said district being described as follows:

Approximately 2.76 acres  
located at 4073 W US Hwy 190 Service Road  
(location map attached as Exhibit "A")

**WHEREAS**, said application for such amendment was duly recommended by the said City Planning & Zoning Commission and the date, time, and place of the hearing on said application by the City Council of the City of Belton was set for the 24<sup>th</sup> day of October 2023, at 5:30 p.m. at the Harris Community Center and due notice of said hearing was given as required by ordinances and by law; and

**WHEREAS**, a hearing was held upon the application by the City Council of the City of Belton at the time, place and date herein before set forth and no valid objection to said amendments was presented.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Belton, Texas, that the said district located on a tract of land as more fully and completely described above, be and is hereby changed from Agricultural to Commercial - 2, in accordance to Section 25, *Commercial - 2 District*, and the Design Standards in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance. The Zoning Ordinance of the City of Belton is hereby amended, subject to the following conditions:

1. The use of this property shall conform to the Commercial - 2 District in all respects.
2. The development of each property shall conform to all applicable Type Area 2 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
  - a. Site Development Standards,
  - b. Landscape Design Standards
  - c. Tree Protection, Preservation, and Mitigation Standards.
3. A subdivision plat and a building permit are required prior to development.

This ordinance was presented at the stated meeting of the City Council of the City of Belton and upon reading was passed and adopted by the City Council on the 24<sup>th</sup> day of October 2023, by a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays.

**SIGNED AND APPROVED** by the Mayor and attested by the City Clerk on this the 24<sup>th</sup> day of October 2023.

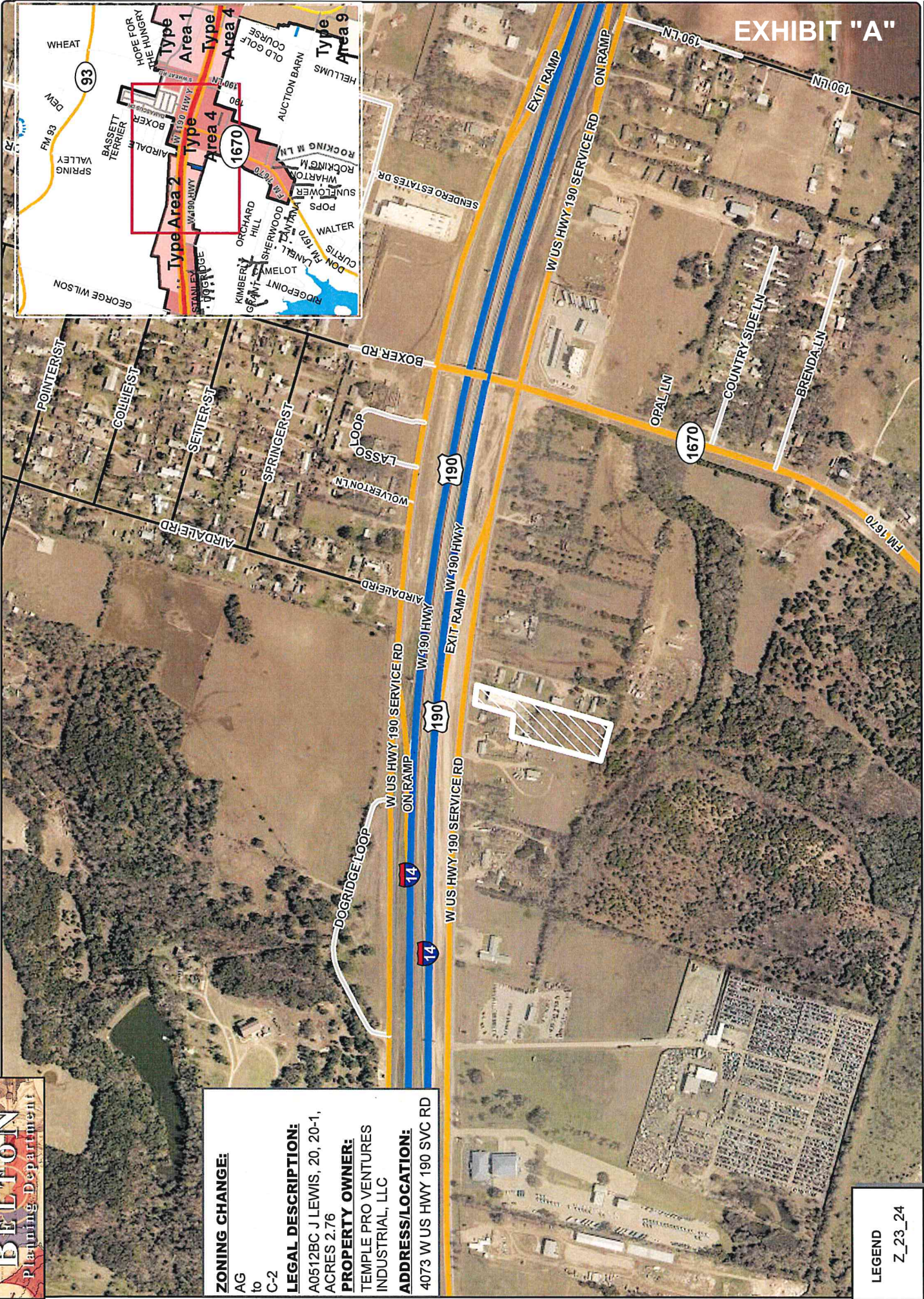
\_\_\_\_\_  
David K. Leigh, Mayor

ATTEST:

\_\_\_\_\_  
Amy M. Casey, City Clerk



# Zoning Case # Z-23-24\_Location



## ZONING CHANGE:

AG  
to  
C-2

## LEGAL DESCRIPTION:

A0512BC J LEWIS, 20, 20-1,  
ACRES 2.76

## PROPERTY OWNER:

TEMPLE PRO VENTURES  
INDUSTRIAL, LLC

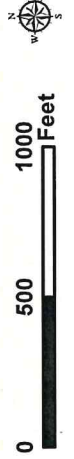
## ADDRESS/LOCATION:

4073 W US HWY 190 SVC RD

## LEGEND

Z\_23\_24

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Map Date: 9/21/2023



# Staff Report – City Council Agenda Item



Date: October 24, 2023  
Case No.: Z-23-25  
Request: Agricultural to Commercial -2  
Applicant/Owners: Michael Magana/Moondog Properties LLC.

## **Agenda Item #11**

Z-23-25 – Hold a public hearing and consider a zoning change from Agricultural (A) to Commercial-1 (C-1) on approximately 4.395 acres located at 6564 Dogridge Road, on the south side of Interstate 14, west of George Wilson Road and east Simmons Road.

**Originating Department:** Planning Department – Tina Moore, Planner

**Current Zoning:** Agricultural

**Current Use:** Vacant Office and Warehouse

**Proposed Zoning:** Commercial-1 (C-1)

**Proposed Use(s):** Leasable Office Spaces

**Future Land Use Map (FLUM) Designation:**

The FLUM identifies this general area as a commercial corridor.

**Design Standards Type Area 2:**

This Type Area is projected for primarily commercial highway frontage uses with opportunities for mixed-uses, hotels, restaurants, new car dealerships, multi-story offices, and other similar commercial uses.

**Background/Case Summary**

This property was annexed in December 2006 and zoned Agricultural. The applicant recently started construction to renovate three existing structures on the property prior to obtaining the necessary permits. A stop work order was issued to ensure that proper permits were obtained. As part of the permitting process, a zoning application is required to ensure that the proposed use of the property conforms with the zoning ordinance. The existing buildings, two offices, and a warehouse, were constructed in 1985, and are now non-conforming structures per Zoning Ordinance Section 46, *Nonconforming Uses and Structures*, in the current Agricultural District. As a non-conforming structure, normal repairs and maintenance are permitted. The

renovations underway exceed normal repairs and maintenance, and thereby triggered the need for a zoning change.

The applicant plans to lease office spaces to interested businesses. A Certificate of Occupancy will be required for future tenants prior to moving in to ensure appropriate zoning and life safety standards are met. The applicant plans to stripe the existing parking lot, add additional parking spaces, and required landscaping.

### **Project Analysis and Discussion**

#### **Existing Conditions:**

<b>Direction</b>	<b>Zoning</b>	<b>Use</b>
North	Agricultural/Commercial Highway	Detached single family
South	Agricultural	Detached single family
West	Agricultural	Detached single-family/ former boat storage
East	Commercial – 1 w/ SUP for indoor vehicle parking storage	Vacant/Undeveloped

**Land Use Table/Allowable Uses:** The requested C-1 Zoning District permits typical offices, heavy retail, and light-intensity wholesale uses. Uses permitted in the C-1 district include auto sales and minor repairs, auto parts sales, boat seals, funeral services, home improvement/indoor decorating sales, tractor sales and trailer rental, and commercial indoor amusement.

**Area & Setback Requirements:** The subject property is approximately 2.76 acres and exceeds the minimum area requirements.

	<b>C-1</b>
Minimum Lot area	7,200
Lot width	60'
Lot Depth	100'
Minimum Front Yard Setback	25'
Minimum Side Yard Setback	25'/30'- adjacent to a street
Minimum Rear Yard Setback	20'
Maximum Lot Coverage	40%

Future buildings constructed on this site will be reviewed for compliance with the setback requirements, and applicable building, fire, and site development requirements.

**Water CCN:** This property is in the Dog Ridge Water Supply Corporation (WSC) Certificate of Convenience and Necessity (CCN). Domestic water will be provided by Dog Ridge. Fire

protection for new structures must comply with the standards as adopted in the International Fire Code.

**Sewer CCN:** This property is outside the Belton Sanitary Sewer CCN. The applicant has an existing on-site sewage facility.

The FLUM identifies this area as a Commercial Corridor. The requested C-1 Zoning District is consistent with the commercial uses expected in this area. Therefore, the requested zoning appears to be appropriate at this location.

### **Recommendation**

At their meeting on October 17, 2023, the Planning and Zoning Commission unanimously recommended approval of the requested zoning change from Agricultural to Commercial-1 (C-1) District, subject to the following:

1. The use of this property shall conform to the Commercial-1 District in all respects.
2. The development of each property shall conform to all applicable Type Area 2 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
  - a. Site Development Standards
  - b. Landscape Design Standards
  - c. Tree Protection, Preservation, and Mitigation Standards.
3. A subdivision plat and a building permit are required for any future new construction on the site.

### **Attachments**

Application

Property Location Map

Zoning map

Aerial photo

Zoning notice to owners/Owner notification list/Map with zoning notice boundary (200')

P&Z Minutes Excerpt

Ordinance



# ZONING CHANGE APPLICATION

Fee: \$300.00



Date received:	
APPLICANT NAME: <u>Mike MAZANA</u>	
EMAIL: <u>MAZANA Law Office@yahoo.com</u>	PHONE NUMBER: <u>(254) 231-5256</u>
MAILING ADDRESS: <u>2315 S Loop 121 Belton TX</u>	
PROPERTY OWNER NAME: <u>Mike MAZANA</u>	
EMAIL: <u>MAZANA Law Office@yahoo.com</u>	PHONE NUMBER: <u>(254) 231-5256</u>
MAILING ADDRESS: <u>2315 S Loop 121 Belton TX</u>	

Proposed Use of Structures (building) and Property (exterior property): <u>offices</u>	
Current Use: <u>VACANT</u>	
LOCATION/STREET ADDRESS OF PROPERTY TO BE REZONED: <u>6564 Dog Ridge Rd Belton TX</u>	
Legal Description of Property: Abstract Survey <u>A00708C J Beal 76513</u> , <u>51.52, 54, Acres 4.395</u>	
Parcel ID <u>70089</u>	
Lot(s): _____ Block(s): _____	
of Subdivision _____	
Existing Zoning: <u>Ag</u>	Proposed Zoning: <u>Commercial-1</u>

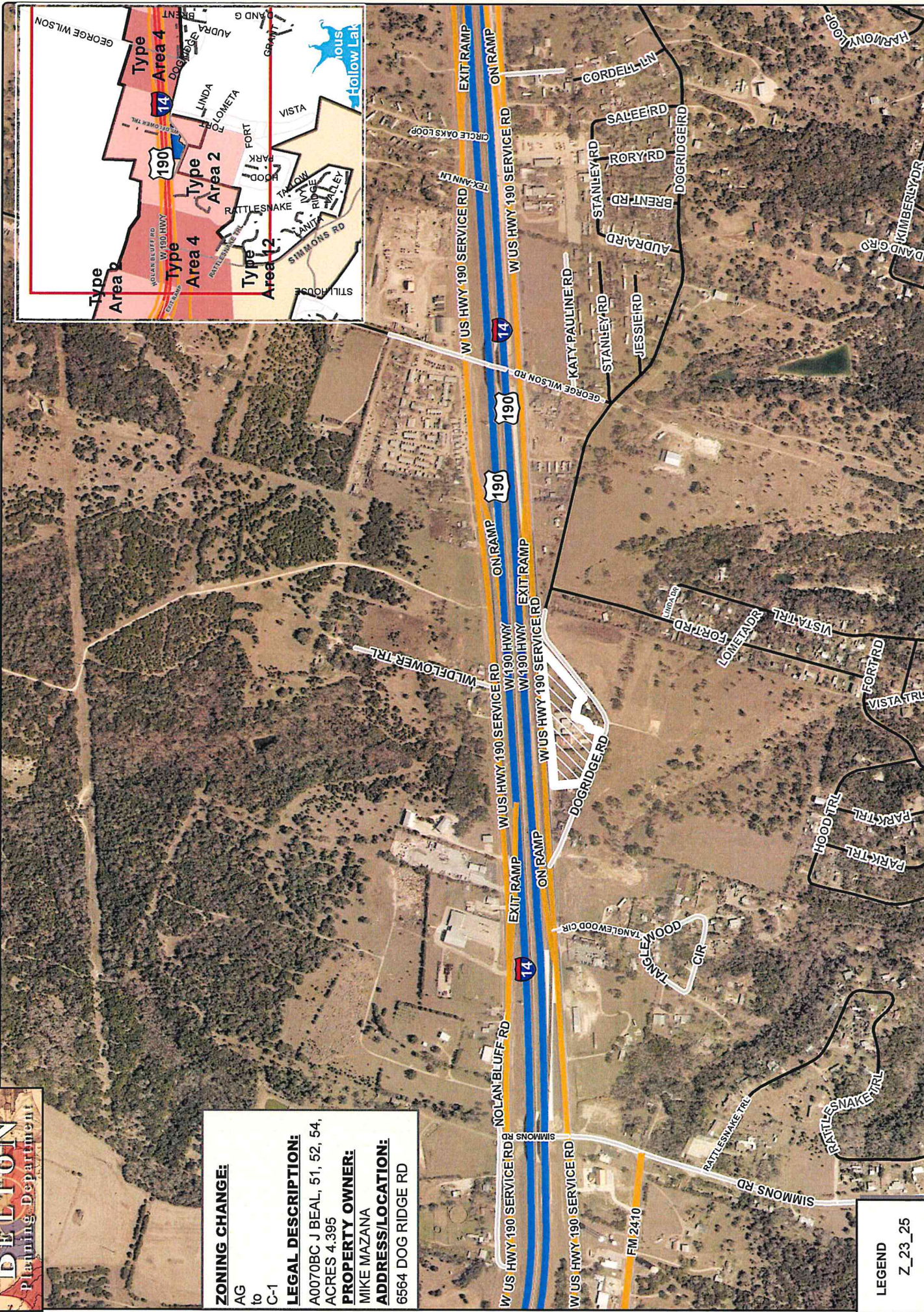
Signature of Applicant: [Signature] Date: 9-19-23

Signature of Owner (if not applicant): [Signature] Date: 9-19-23

City of Belton Planning Department  
333 Water Street ★ Belton, Texas 76513 ★ Phone (254) 933-5812 ★ Fax (254) 933-5822



# Zoning Case # Z-23-25 Location



**ZONING CHANGE:**  
AG  
to  
C-1

**LEGAL DESCRIPTION:**  
A0070BC J BEAL, 51, 52, 54,  
ACRES 4.395

**PROPERTY OWNER:**  
MIKE MAZANA

**ADDRESS/LOCATION:**  
6564 DOG RIDGE RD

**LEGEND**  
Z\_23\_25



# Zoning Case # Z-23-25 Zoning



Author: Anthony Hudgrass, City of Belton

Path: E:\City of Belton Projects\Folders\Maps and Data\Zoning Cases\2023\Zoning Change Cases\Z-23-25\Z-23-25 Zoning.mxd

## ZONING CHANGE:

AG  
to  
C-1

## LEGAL DESCRIPTION:

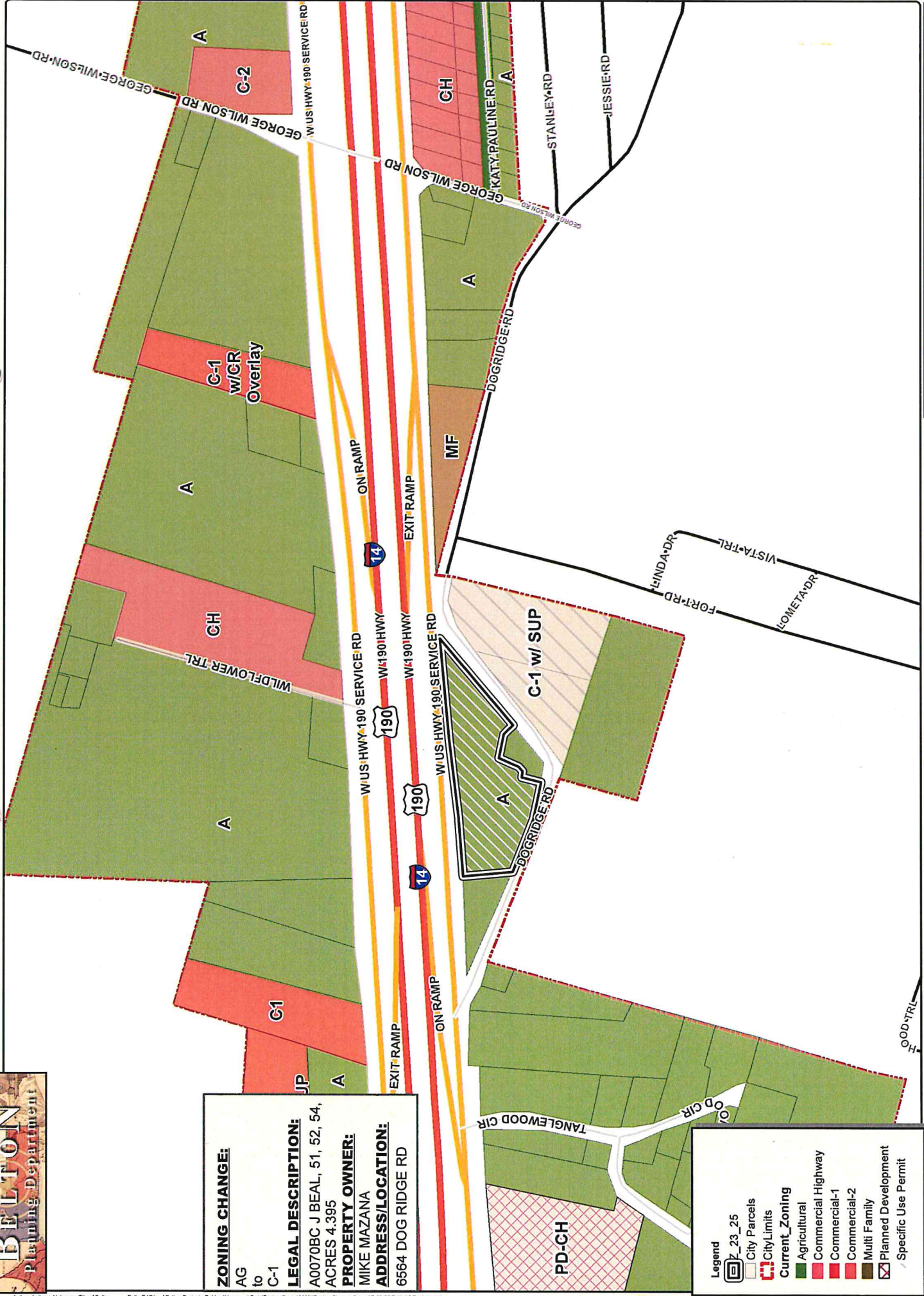
A0070BC J BEAL, 51, 52, 54,  
ACRES 4.395

## PROPERTY OWNER:

MIKE MAZANA

## ADDRESS/LOCATION:

6564 DOG RIDGE RD



## Legend

- Z-23\_25
- City Limits
- City Limits
- Agricultural
- Commercial Highway
- Commercial-1
- Commercial-2
- Multi Family
- Planned Development
- Specific Use Permit

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Map Date: 9/21/2023



# Zoning Case # Z-23-25 Aerial



**ZONING CHANGE:**

AG  
to  
C-1

**LEGAL DESCRIPTION:**

A0070BC J BEAL, 51, 52, 54,  
ACRES 4.395

**PROPERTY OWNER:**

MIKE MAZANA

**ADDRESS/LOCATION:**

6564 DOG RIDGE RD

**LEGEND**

Z\_23\_25



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Map Date: 9/21/2023



**NOTICE OF APPLICATION FOR AN  
AMENDMENT TO THE ZONING ORDINANCE  
OF THE CITY OF BELTON**

THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: MICHAEL MAGANA, REPRESENTING MOONDOG PROPERTIES LLC.

TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 6564 DOGRIDGE DRIVE

FROM A(N) AGRICULTURAL (A) ZONING DISTRICT,

TO A(N) COMMERCIAL- 1 (C-1) ZONING DISTRICT,

TO ALLOW FOR OFFICES

THE PLANNING & ZONING COMMISSION OF THE CITY OF BELTON, TEXAS WILL HOLD A PUBLIC HEARING PURSUANT TO THIS REQUEST AT **5:30 P.M., Tuesday, October 17, 2023**, AT THE T.B. HARRIS CENTER, 401 N. ALEXANDER, BELTON, TEXAS.

IF APPROVED BY THE PLANNING & ZONING COMMISSION, THIS ITEM WILL BE PLACED ON THE AGENDA FOR A PUBLIC HEARING BY THE CITY COUNCIL. THAT MEETING WILL BE AT **5:30 P.M., Tuesday, October 24, 2023**, AT THE T. B. HARRIS COMMUNITY CENTER, 401 ALEXANDER STREET, BELTON, TEXAS.

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IF YOU REQUIRE INTERPRETER SERVICES FOR THE DEAF OR HEARING IMPAIRED, PLEASE CONTACT THE CITY CLERK AT CITY HALL AT LEAST 48 HOURS BEFORE THESE MEETINGS.

circle one

AS AN INTERESTED PROPERTY OWNER, I (PROTEST) (APPROVE) THE REQUESTED ZONING AMENDMENT PRESENTED IN THE APPLICATION ABOVE FOR THE REASONS EXPRESSED BELOW:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

(ADDITIONAL COMMENTS MAY BE ADDED ON A SEPARATE SHEET OF PAPER)

SIGNATURE OF THE PROPERTY OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

**PLANNING DEPARTMENT  
CITY OF BELTON  
P. O. BOX 120  
BELTON, TEXAS 76513  
254.933.5291**

\*A notarized signature may be required for a written protest letter, if more than 20% of the adjacent neighbors protest the requested zoning change.



# Zoning Case # Z-23-25



## ZONING CHANGE:

AG  
to  
C-1

## LEGAL DESCRIPTION:

A0070BC J BEAL, 51, 52, 54,  
ACRES 4.395

## PROPERTY OWNER:

MIKE MAZANA

## ADDRESS/LOCATION:

6564 DOG RIDGE RD

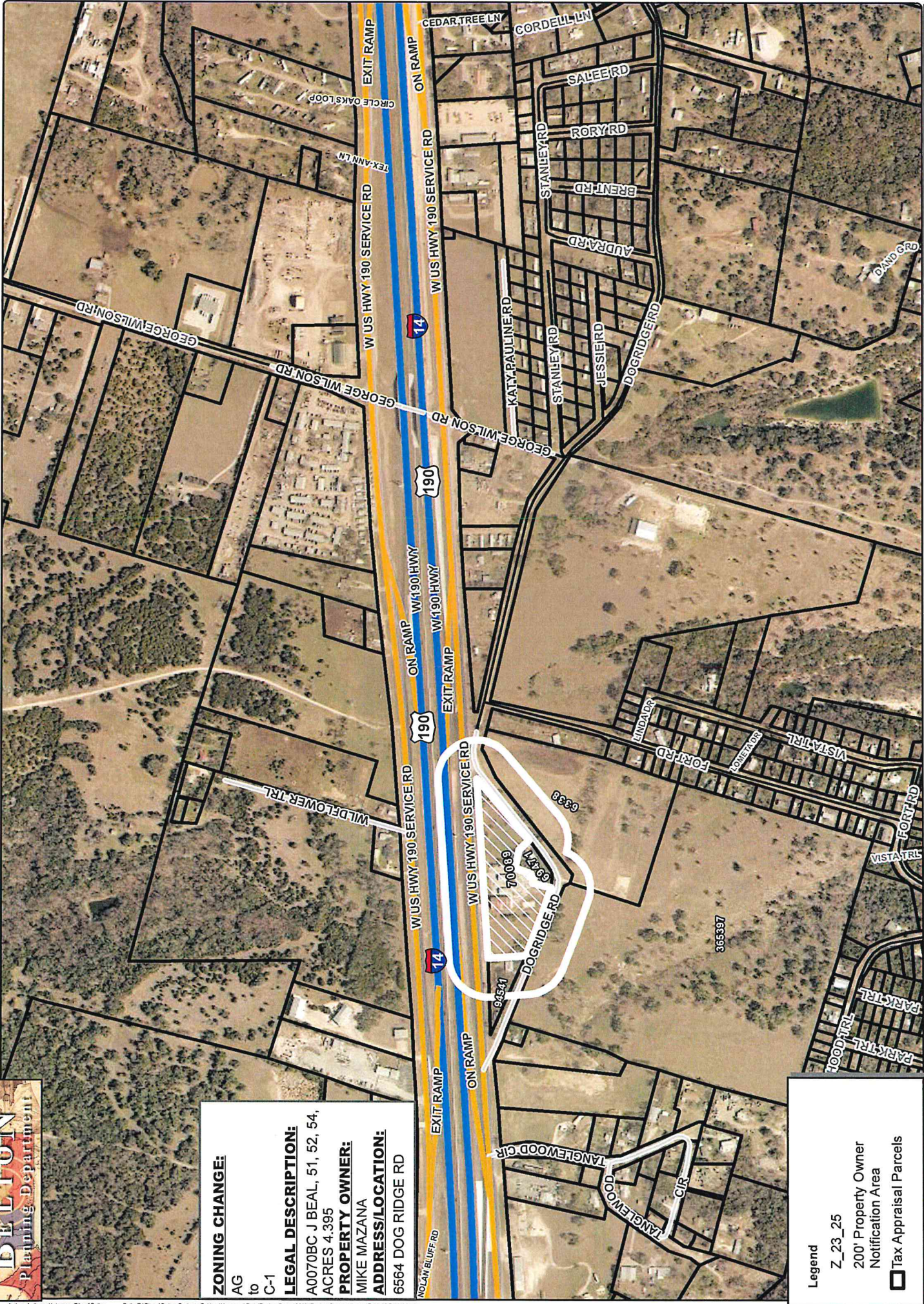
## Legend

Z\_23\_25

200' Property Owner  
Notification Area

☐ Tax Appraisal Parcels

Map Date: 9/21/2023



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6338  
SLT PROPERTIES LLC  
2008 WILDERNESS CT  
NOLANVILLE, TX 76559

94541  
LUQUIN, OSCAR  
1907 LIBERTY HILL DR  
BELTON, TX 76513

69471  
CABANISS, JERRY KEITH  
6550 DOG RIDGE RD  
BELTON, TX 76513

365397  
SLT PROPERTIES LLC  
2008 WILDERNESS CT  
NOLANVILLE, TX 76559

70089  
MOONDOG PROPERTIES LLC  
2315 S LOOP 121  
BELTON, TX 76513



Minutes of the  
**Planning and Zoning Commission (P&ZC)**  
City of Belton  
Tuesday, October 17, 2023

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The Planning and Zoning Commission met at 5:30 p.m. at the Harris Community Center, 401 North Alexander Street. Present Commission members: Chair Brett Baggerly, Vice Chair David Jarratt, Quinton Locklin, Luke Potts, Nicole Fischer, Ty Taggart, Justin Ruiz, and Dominica Garza. The following member was absent: Alton McCallum. The following staff members were present: Director of Planning Bob van Til, Planner Tina Moore, Planning Administrator Melinda Brice, and IT System Analyst Alex Munger.

**7. Z-23-25 - Hold a public hearing and consider a zoning change from Agricultural (A) to Commercial – 1 on approximately 4.395 acres located at 6564 Dog Ridge Rd, on the south side of Interstate 14, west of George Wilson Rd and east Simmons Rd. (Audio 27:36)**

City Planner Ms. Moore presented the staff report.

Chair Baggerly opened the public hearing.

With no further public input, the public hearing was closed.

Commission Member Fischer made a motion to approve Z-23-25 as presented. Commission Member Ruiz seconded the motion. The motion passed with 8 ayes and 0 nays.



## **ORDINANCE NO. 2023-41**

### **AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM AGRICULTURAL TO COMMERCIAL-1 FOR APPROXIMATELY 4.395 ACRES LOCATED AT 6564 DOGRIDGE ROAD.**

**WHEREAS**, Michael Magana, representing property owner Moondog Properties, LLC. has presented a petition duly signed, to the City Planning & Zoning Commission and filed said petition with the City Clerk of the City of Belton, and due notice of filing of said petition and hearing on said petition has been given as required by the City Zoning Ordinance and by law, and a hearing on said petition before the City Planning & Zoning Commission of the City of Belton was set for the 17<sup>th</sup> day of October 2023, at 5:30 p.m. for hearing and adoption, said district being described as follows:

Approximately 4.3956 acres  
located at 6564 Dogridge Road  
(location map attached as Exhibit "A")

**WHEREAS**, said application for such amendment was duly recommended by the said City Planning & Zoning Commission and the date, time, and place of the hearing on said application by the City Council of the City of Belton was set for the 24<sup>th</sup> day of October 2023, at 5:30 p.m. at the Harris Community Center and due notice of said hearing was given as required by ordinances and by law; and

**WHEREAS**, a hearing was held upon the application by the City Council of the City of Belton at the time, place and date herein before set forth and no valid objection to said amendments was presented.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Belton, Texas, that the said district located on a tract of land as more fully and completely described above, be and is hereby changed from Agricultural to Commercial - 1, in accordance to Section 26, *Commercial - 2 District*, and the Design Standards in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance. The Zoning Ordinance of the City of Belton is hereby amended, subject to the following conditions:

1. The use of this property shall conform to the Commercial - 1 District in all respects.
2. The development of each property shall conform to all applicable Type Area 2 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
  - a. Site Development Standards,
  - b. Landscape Design Standards
  - c. Tree Protection, Preservation, and Mitigation Standards.
3. A subdivision plat and a building permit are required prior to development.

This ordinance was presented at the stated meeting of the City Council of the City of Belton



and upon reading was passed and adopted by the City Council on the 24<sup>th</sup> day of October 2023, by a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays.

**SIGNED AND APPROVED** by the Mayor and attested by the City Clerk on this the 24<sup>th</sup> day of October 2023.

\_\_\_\_\_  
David K. Leigh, Mayor

ATTEST:

\_\_\_\_\_  
Amy M. Casey, City Clerk



# Zoning Case # Z-23-25 Location



## ZONING CHANGE:

AG  
to  
C-1

## LEGAL DESCRIPTION:

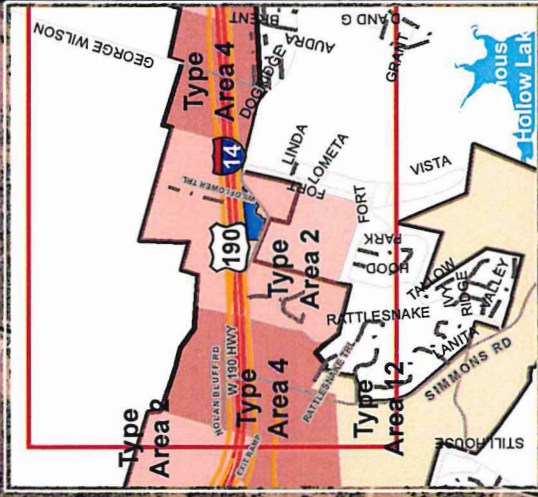
A0070BC J BEAL, 51, 52, 54,  
ACRES 4.395

## PROPERTY OWNER:

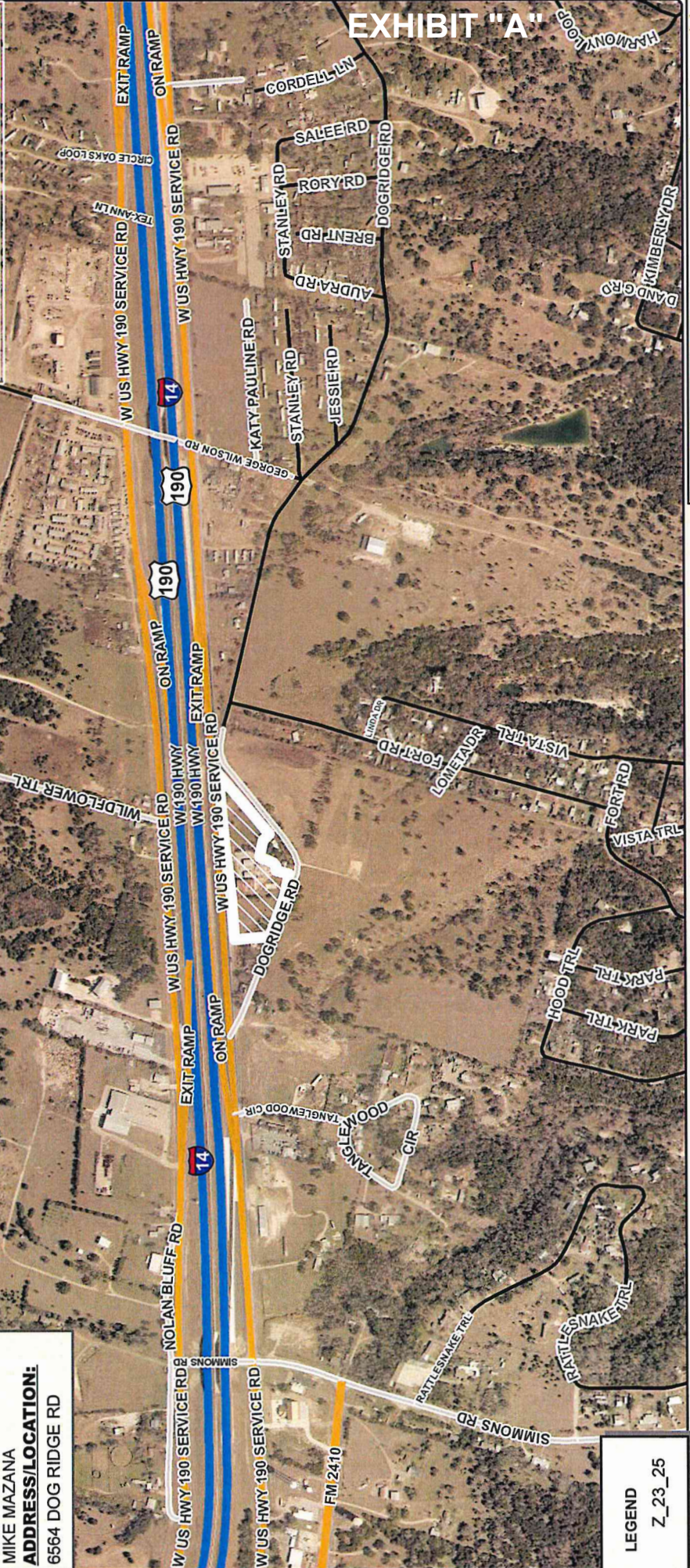
MIKE MAZANA

## ADDRESS/LOCATION:

6564 DOG RIDGE RD



## EXHIBIT "A"



## LEGEND

Z\_23\_25



0 500 1000 Feet

Maps and data are for informational purposes and may not have been prepared for or be suitable for legal, engineering or surveying purposes. They do not represent an on-the-ground survey and represent only the approximate relative location of property boundaries. No warranty is made by the City of Belton regarding specific accuracy or completeness.

Map Date: 9/21/2023