

CITY OF BELTON

Planning & Zoning Commission Meeting Tuesday, December 22, 2020 - 5:30 p.m. Harris Community Center 401 N. Alexander, Belton, Texas

PLEASE NOTE: FACE COVERINGS WILL BE REQUIRED WHERE SOCIAL DISTANCING CANNOT BE MAINTAINED.

Pledge of Allegiance to the U.S. Flag Invocation

AGENDA

- 1. Call to order.
- 2. Public comments.
- 3. Consider minutes of the November 17, 2020 regular meeting.
- 4. Z-20-21 Hold a public hearing and consider a zoning change from Commercial-1 (C-1) to a Commercial-2 (C-2) on approximately 0.81 acres located at 671 West Highway 190 Service Road, generally west of I-35, near intersection of West US Highway 190 and Connell Street, at the northwest corner, described as Faith Acres Phase 2, Block 1, Lot 1, 0.814AC. THIS ITEM WAS WITHDRAWN BY THE APPLICANT.
- P-20-28 Consider a final plat of Southwood Hills Phase III comprising 15.743 acres, located on the west side of Connell Street, south of Laila Lane and north of Huey Drive.
- 6. Receive report on Sidewalk Master Plan Update.
- 7. Receive an update on administratively approved plats.

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.

Minutes of the Planning and Zoning Commission (P&ZC)

City of Belton 333 Water Street Tuesday, November 17, 2020

The Planning and Zoning Commission met at 5:30 P.M. at the Harris Community Center, 401 North Alexander Street. The following members were present: Chair Brett Baggerly, Allison Turner, Luke Potts, David Jarratt, Zach Krueger, Quinton Locklin, Stephanie O'Banion, Ty Hendrick and Dave Covington. The following staff members were present: City Manager Sam Listi, Interim Director of Planning Bob van Til, Planner Tina Moore, Planning Clerk Laura Livingston and IT Specialist Alex Munger.

Pledge of Allegiance – Chair Brett Baggerly led all present. Invocation – Mr. Quinton Locklin gave the Invocation.

1. Call To Order.

Chair Baggerly called the meeting to order at 5:30 P.M.

2. Public comments. (Audio 00:46)

With no one from the public in the audience, Chair Baggerly closed the public comments portion of the meeting.

3. Consider approval of minutes from previous meeting. (Audio 0:58)

Commission Member Potts made a motion to approve the minutes from the September 15, 2020 meeting, seconded by Mr. Krueger. The motion passed unanimously with 8 ayes, 0 nays. (Commission Member Hendrick arrived after this vote was taken.)

4. P-20-26 Consider a final plat of Ming Addition, comprising of 2.5606 acres, located at 2900 Elm Grove Road, Belton, TX, on the west side of Elm Grove Road, south of Decker Road, in Belton's ETJ. (Audio 1:13)

Ms. Moore presented the staff report (Exhibit A).

Commission Member Potts asked Ms. Moore about the fire protection (Audio 6:15). Commission Member Covington asked about the Elm Grove plat presented in February. Commission Member Covington said he would like Staff and the Commission to review the Thoroughfare Plan at some point soon to make the recommended changes and other changes that may be needed.

Commission Member Covington made a motion to approve item P-20-26 as recommended by Staff. Commission Member Potts seconded the motion. The motion was approved with 9 ayes, 0 nays.

5. P-20-27 Consider a final plat of Three Creeks Phase VIII, comprising 33.81 acres, located generally east of FM 1670 and south of IH-14, on the south side of Three Creeks Boulevard, near the intersection with Rocking M Lane, in Belton's ETJ. (Audio 7:58)

Ms. Moore presented the staff report. (Exhibit B).

Chair Baggerly asked the Commission to address their questions (Audio 12:24). Mr. Covington inquired about an item in the report concerning water line size. Mr. Josh Welch, representing WB Development, addressed the question about the typical sizes of the water lines throughout the Three Creeks development and spoke to how water is being brought into the subdivision based on a submitted water model.

Commission Member Hendrick made a motion to approve P-20-27 as recommended by Staff. Commission Member Jarratt seconded the motion. The motion was approved with 9 ayes, 0 nays.

With no further business, the meeting was adjourned 5:45 p.m. (Audio ends at 15:05)

Chair, Planning and Zoning Commission

Exhibit A

Staff Report – Planning & Zoning Item

Date: November 17, 2020
Case No.: P-20-26 Ming Addition

Request: Final Plat

Applicant: All County Surveying Owner: Reese and Anna Ming

Agenda Item

P-20-26 Consider a final plat of Ming Addition, comprising 2.5606 acres, located at 2900 Elm Grove Road, Belton, TX, on the west side of Elm Grove Road, south of Decker Road, in Belton's ETJ.

Originating Department: Planning – Tina Moore, Planner

Case Summary

This subdivision consist of approximately 2.56 acres, one block, and three lots. This plat will clean up and establish lot lines for three existing houses on site. No additional homes are proposed. Zoning regulations are not applicable as this subdivision is located in Belton's ETJ. Bell County requires a 25' front yard setback which is provided on the plat.

Project Analysis and Discussion

Following is a summary of the subdivision ordinance requirements as they apply to this subdivision plat.

<u>Water</u>: This property is located within the Armstrong Water Supply Corporation (AWSC) Certificate of Convenience and Necessity (CCN). There's an existing 2" domestic water line along Elm Grove that provides service to the existing homes. A 10' utility easement is proposed on the plat for this existing water line location as required by AWSC. The applicant is requesting a variance for the required water flow rates for fire protection. The request letter states AWSC does not have the capacity to provide the required 1,000 gpm flow for fire protection. This request is supported by staff since the AWSC system is limited in this vicinity. In the event of a fire, water tanker trucks will be needed to suppress the fire.

<u>Sewer</u>: No sanitary sewer is available to serve this subdivision. Each lot is serviced by an individual septic system. These systems are allowed and approved by the Bell County Public Health District.

<u>Drainage</u>: The city is not responsible for drainage since this property lies in Belton's ETJ, and will defer to Bell County and their requirements. With the existing residences on site and no additional homes proposed, no impact to drainage is anticipated with this subdivision.

P&Z Agenda Item November 17, 2020 Page 1 of 2

Exhibit A

ROW/Streets/Sidewalks: Elm Grove Road is a minor arterial street on the City's Thoroughfare Plan. This requires a minimum ROW of 100'. There is currently approximately 38' of ROW and approximately 20' of pavement in this vicinity. The applicant is seeking a variance for the Thoroughfare classification for this roadway due to lack of significant developments and growth in the area. Staff does not anticipate this roadway functioning as a minor arterial in the future and is support of this variance. Staff believes a minor collector roadway will be adequate to serve area residents, and we will recommend amending the Thoroughfare Plan in the future to reflect the change.

A minor collector roadway requires a 60' right of way. Per Subdivision Ordinance §502.01.A. the developer is responsible for dedicating half of the remaining ROW needed to achieve 60'. This equates to approximately 10' ROW dedication required for this plat. The ROW dedication requirements have been provided on the plat

<u>Sidewalks</u>: Per Subdivision Ordinance §503.04, sidewalks are required along collector streets; however a waiver is allowed for ETJ areas due no available entities to assumed responsibility for maintenance.

<u>Parkland Dedication/Fee</u>: Per Subdivision Ordinance §517, residential subdivisions are required to dedicate suitable lands for the purpose of parkland and/or make a financial contribution for the acquisition and development of such parkland. Since the residence is existing and no additional dwelling units are proposed, the fee is not applicable.

<u>Conclusion</u>: Since this proposed subdivision is located in Belton's ETJ, the Bell County Engineer's Office has reviewed this plat and provided comments that have been addressed. After Council action, this plat will be taken to Bell County Commissioners Court for approval. We have reviewed the plat and find it acceptable as a final plat. All conditions have been addressed as of November 5, 2020, subject to approval of requested variances.

Recommendation

Recommend approval of the final plat of Ming Addition, subject to the following:

- 1. Approval of variance to water flow requirement for fire protection; and
- Approval of variance to the right of way standards for Elm Grove Road to be reduce from a Minor Arterial to a Minor Collector requiring 60' of ROW and associated reduction in that classification on the Thoroughfare Plan.

Attachments

- 1. Final Plat Application
- 2. Final Plat
- 3. Location Map
- 4. Variance Request

Staff Report – Planning & Zoning Item

Date: November 17, 2020

Case No.: P-20- 27 Three Creeks Phase VIII

Request: Final Plat

Applicant: Yalgo Engineering

Owner/Developer: WBW Single Development

Group, LLC.

Exhibite

Agenda Item

P-20-27 Consider a final plat of Three Creeks Phase VIII, comprising 33.81 acres, located generally east of FM 1670 and south of IH-14, on the south side of Three Creeks Blvd., near its intersection with Rocking M Lane, in Belton's ETJ.

Originating Department

Planning – Tina Moore, Planner

Case Summary

This is the 8th phase of the Three Creeks development. This phase proposes 43 lots for residential development, and one 18.76 acre tract proposed for greenspace that will be owned and maintained by the homeowners association (HOA). The eight phases combined results in a total 1,097 lots of an estimated 1,500 total lots.

Project Analysis and Discussion

This property is located in Belton's ETJ; therefore, Belton zoning codes are not applicable. All of the lots in each subdivision, including this phase, are a minimum of 50' in width, 100' in depth, and 5,000 sq. ft. in area. This is in compliance with the Development Agreement Section 5.02.b. executed in December 2010. Setbacks include the following:

Front Yard: 25' Rear Yard: 20'

Side Yard: 5' interior; 15' adjacent to a street; 25' if garage entry from side street

Per the Development Agreement approved in 2010, Bell County Municipal Utility District (MUD) No. 1 was created to finance infrastructure in, and to, this subdivision. This infrastructure includes water, sewer, drainage, and roadways.

Following is a summary of the subdivision ordinance requirements as they apply to this subdivision plat.

Exhibit B

<u>Water/Sewer</u>: This phase lies within Belton's water and sewer CCN. Six inch water and sewer lines are proposed throughout the subdivision. Fire hydrant locations comply with current standards. The developer is required to demonstrate, post construction, compliance with the current fire flow requirements of 1,000 gpm. Up-sizing of waterlines may be required if fire flow standards are not met. The City will be responsible for maintaining the water and sewer lines after construction.

<u>Access</u>: This current phase provides two accesses off Three Creeks Boulevard, a major collector street. The development agreement approved by the City Council in 2010 included a master plan of the proposed subdivision that identified two points of access: one via Three Creeks Boulevard, and a second via the extension of Rocking M Lane, which is now in place. In 2016, the Subdivision Ordinance was amended (Section 502.01.J) to require any single family residential subdivision within the City of Belton or the City's ETJ to provide 3 entrances/access streets for subdivisions with more than 101 lots. The City's Thoroughfare Plan anticipates the future extension of Three Creeks Boulevard eastward to Shanklin Road, which will provide the 3rd connection, although it is not a requirement for this subdivision.

<u>Streets/Drainage</u>: The streets in this phase are local streets that will be constructed with a 50' ROW, 31' pavement width, and curb/gutter. Three Creeks Boulevard, a major collector street, runs along the north side of this phase. This portion of Three Creeks Boulevard was constructed with Phase IV and provides access to the local streets in Phase VIII. A note has been added to the plat prohibiting access to Three Creeks Boulevard from the lots in Phase VIII that back or side to Three Creeks Boulevard. After construction, Bell County will be responsible for maintenance of the streets.

Drainage calculations have been provided and reviewed with the construction plans for this phase. Since this property lies in Belton's ETJ, the city is not responsible for drainage and will defer to Bell County and their requirements. Drainage easements are being dedicated and will be owned and maintained by MUD #1.

<u>Sidewalks</u>: No sidewalks are required, or proposed along the local streets in this phase. The existing 6' wide hike/bike trail along the south side of Three Creeks Boulevard was extended as part of Phase IV.

Parkland Dedication/Fee: According to the Subdivision Ordinance Section 517, each residential subdivision is required to dedicate sufficient and suitable parkland and/or payment of fees-in-lieu of required parkland. There are a total of 1,095 lots in Phases I-VIII and ultimately 1,500 lots for the entire Three Creeks subdivision; therefore, a total of 10 acres of parkland is required for the 8 phases, and ultimately 15 acres for the entire 1,500 lots in this subdivision. The developer has provided a total of 127.34 acres of private parkland that contains several trail networks and pavilions for the residents. This private parkland exceeds the Subdivision Ordinance requirements and is consistent with the master plan in the development agreement. The parkland facilities, greenspaces, and trails will be maintained by the HOA. This phase proposes one greenspace area comprising 18.76 acres along a FEMA flood plain area, and a nature trail will be added to this area, following the 2011 Conceptual Park-Trail System.

Exhibit B

Conclusion: As this proposed subdivision is located in Belton's ETJ, the Bell County Engineer's Office has reviewed this plat and provided comments which were addressed to their satisfaction. After Council action, this plat will be taken to Bell County Commissioners Court for approval. We have reviewed the plat and find it acceptable as a final plat.

Recommendation

Recommend approval of the final plat of Three Creeks Phase VIII; subject to staff comment letter dated November 12, 2020.

Attachments

- 1. Final Plat Application
- 2. Final Plat
- 3. Location Map
- 4. Three Creeks Overall Layout
- 5. Parkland Trails Concept Plan
- 6. Staff Comment Letter November 12, 2020

P&Z Agenda Items for December 22, 2020 Meeting

Staff Report – Planning & Zoning Item



Date: December 22, 2020

Case No.: P-20-29 Southwood Hills Phase III

Request: Final Plat

Applicant: Travis Quicksall, Quick Inc. Land

Surveying

Owner: Todd Scott - KDAVEO, LLC

Agenda Item

P-20- 28 Consider a final plat of Southwood Hills Phase III comprising 15.743 acres, located on the west side of Connell Street, south of Laila Lane and north of Huey Drive.

Originating Department: Planning – Tina Moore, Planner

Current Zoning: Planned Development – Multi-Family and Office-1

Case Summary:

This plat proposes two blocks with three lots for a duplex style apartment community and a leasing office. This development will accommodate 58 duplexes, a total of 116 units. A majority of this development was included in the West Avenue O preliminary plat, which was approved in September 2019. A small portion of Block 1 was recently acquired and rezoned from Agricultural to Planned Development Multi-Family with a small portion of Office-1 on Connell Street.

This is the third phase of the Southwood Hills development. Phase I contained 37 lots (74 units) and Phase II contained 36 lots (72 units). The combined development with Phase III contains 262 units.

Project Analysis and Discussion:

With the exception of Block 1, Lot 1, this development is zoned PD-MF. The approved PD zoning permitted a reduction in the front and rear yard setbacks. The front yard setback was reduced from 25' to 15' and the rear yard setback was reduced from 20' to 15'. Block 1, Lot 1, which fronts Connell Street, is zoned Office-1. The proposed lots satisfy all area requirements for the relevant zoning district. Below is a summary of these requirements.

Office -1

Front Yard: 25'Side Yard: 20'

Rear Yard: 10' when adjacent to res.

PD - Multi Family

• Front Yard: 15'

Side Yard: 8'/10'; 15' from street ROW

Rear Yard: 15'

Lot Area: 2,420 sq. ft.;18 du/acre

Lot Width: 80'Lot Depth: 120'

• Lot area: 7,000 sq ft

Lot Width: 60'/ Lot Depth: NA

Following is a summary of the subdivision ordinance requirements as they apply to this subdivision plat.

<u>Water</u>: An 8" water line will extend from Southwest Parkway and run along the south side of Shrey Way and connect to an existing 8" line on Connell Street, east of the property. Private 2" meter lines will extended from Shrey Way to provide services to the duplexes. The 8" line satisfies minimum requirements for fire flow protection.

<u>Sewer</u>: An 8" sewer line will extend from a stub out on Southwest Parkway and run along Shrey Way and connect to the existing 10" line on Connell Street, east of this property. Private lines will extend from Shrey Way to provide services to the duplexes.

<u>Streets</u>: Connell Street is shown as a major collector streets on the City's Thoroughfare Plan. This requires a minimum ROW width of 80'. Connell Street currently has approximately 52' ROW, with a deficiency of 28'. The applicant is dedicating 14' ROW on this plat which satisfies their obligation to provide one-half the needed ROW.

Connell Street is a perimeter street; therefore, the applicant is required to construct perimeter street improvements, similar to what was constructed for both Liberty Valley Phase IV and Connell Subdivision. This requires half the width of a 37' collector street –18.5' pavement; curb and gutter is not needed. The applicant will be constructing these improvements along with the subdivision improvements.

Shrey Way is a local road which will be constructed with a 50' ROW, 31' pavement width, and curb/gutter. At the intersection of Connell, the ROW will widen to 56' with a 37' pavement to accommodate turning movements. No parking signs are proposed on Shrey Way.

<u>Sidewalks</u>: The Subdivision Ordinance Section 503 requires a 5' wide sidewalk along both sides of collector streets, in this case, Connell Street. The applicant is constructing a 5' sidewalk along the subdivision side of Connell Street, with an ADA ramp at Shrey Way.

<u>Drainage</u>: Drainage plans and a drainage report have been provided and reviewed. Two onsite detention ponds are proposed to address drainage needs for the entire subdivision and will be privately owned and maintained.

<u>Parkland Dedication/Fees</u>: The parkland fee requirement per Subdivision Ordinance Section 517 is \$200 per residential unit or land dedication of 1 acre/100 dwelling units. No private amenities are proposed for this phase of the development. The applicant has opted to pay a fee-in-lieu of parkland dedication totaling \$23,200 for 116 units. These funds will be used to develop Liberty Valley Park, which is within a half-mile radius of this subdivision.

<u>Conclusion</u>: We have reviewed the plat and find it acceptable as a final plat, subject to all items identified in the city's letter of conditions to the applicant dated December 11, 2020.

Recommendation

Recommend approval of the final plat of Southwood Hills Phase III; subject to staff comment letter dated December 11, 2020.

<u>Attachments</u>

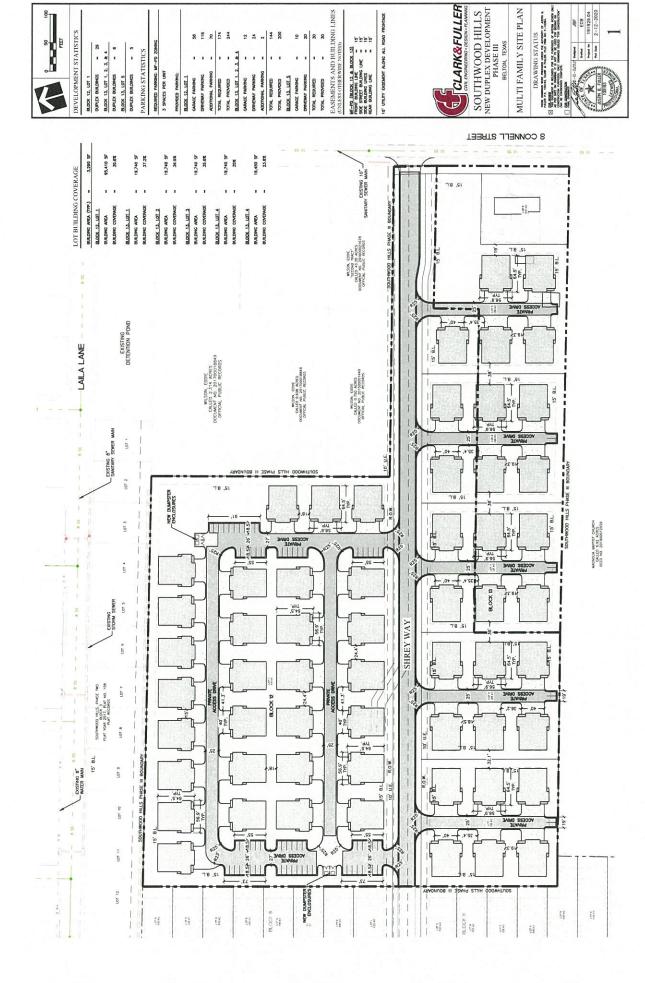
- 1. Final Plat Application
- 2. Final Plat
- 3. Location Map
- 4. Duplex Site Plan
- 5. City letter of conditions to the applicant dated December 11, 2020.

City of Belton

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

Application is hereby made to the City Council for the following:
☐ Preliminary Subdivision Fees due \$
Final Subdivision
☐ Administrative Plat
□ Replat
□ FTJ
© City Limits
Date Received: Date Due: (All plans are to be returned to the Planning Department by the 15 th day of the month ahead of the next month's P&Z meeting.)
Applicant: Travis Quicksall - Quick Inc. Land Surveying Phone: 512-915-4950
Mailing Address: 1430 N. Robertson Road, Salado, TX
Email Address: tquicksall@quick-inc.net
Owner: Teesh LLC Biley Scott (construct) and Phone: Mailing Address: 1955 (ornell St. Email Address: Today Yiley Scott Nomel S. 1 construct) Current Description of Property:
Lot:Block:Subdivision:
Acres: 15.743 Survey: James P. Wallace Survey
Abstract #: 906 Street Address: S. Connell Street, Belton Texas
Frontage in Feet: VARIABLE Depth in Feet: Variable
Does Zoning comply with proposed use? Yes Current Zoning: PD-MF/0-1 Name of proposed subdivision: Southwood Hills, Phase III Number of Lots: 3 Fee: \$
Signature of Applicant: Travis Quicksall Date: November 2, 2020 Date: 11/2/2020

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CITY OF BELTON Plan Review

SUMMARY OF COMMENTS

SUBMITTAL:	1 st Submittal - 11-2-20 2 nd Submittal - 12-4-20	PROJECT NAME:	SOUTHWOOD HILLS PHASE III – FINAL PLAT
Applicant/Owner:	QUICK INC. LAND SURVEY – FULLER & CLARK TODD SCOTT/ TEESH, LLC.	Acres and Location:	15.743 ACRES; S. CONNELL STREET SOUTH OF LAILA DRIVE

STATUS CODES:

A= ADDRESSED/APPROVED

* B= PREVIOUS COMMENT NOT ADDRESSED

* C= PROPOSED SOLUTION TO PREVIOUS COMMENT UNACCEPTABLE

D= GENERAL COMMENTS NO ACTION NEEDED E= FOLLOW UP COMMENT TO CHANGES MADE

* FURTHER ACTION: COMMENT NOT ADEQUATELY ADDRESSED. REQUIRES FURTHER ACTION BY DESIGNER/CONSULTANT BEFORE PLANS WILL BE APPROVED

REVIEW OF THIS SUBDIVISION PLAT DOES NOT RELIEVE THE DEVELOPER OF ANY OBLIGATION TO PROVIDE ALL THE IMPROVEMENTS PER CITY CODE, NOTWITHSTANDING THAT SOMETHING MAY HAVE BEEN OVERLOOKED IN THIS REVIEW.

NO.	Date of Review	COMMENT	STATUS
		Planning	
1.	11-19-20	General Notes No Action Need: a. Zoning - Block 1, Lot 1 – O-1, Lot 2 – PD-MF (ordinance # 2020-13) with reduce setbacks – FY-15′, RY – 15′. Block 2, Lot 1 – PD-MF (ordinance # 2019-48) allows reduce setback – FY – 15, RY – 15. b. Preliminary Plat – West Avenue O approved by City Council Sept. 24, 2019. Final Plat consist of 13.753 acres, 2 Blocks, 3 Lots – proposed for 58 duplexes, 116 dwelling units. Meets density requirement of 18 units per acre. **Response-No Action Needed**	D

ITEM NO.	Date of Review	COMMENT	STATUS
2.	11-19-20	Add name of adjacent westbound subdivision, The Ridge at Belle Meadows Phase IV, on plat. (Per COB Subdivision Code Section 302.05.A.2.c)	A
		Response- Name of subdivision has been added.	
		Recording number of The Ridge at Belle Meadows to be must be added prior to recording.	
	-	Response –	
3.	11-19-20	Acreage for Wilson, Eddie "Second Tract" appears to be inaccurate. Bell Cad shows 0.453 acres. (Per COB Subdivision Code Section 302.05.A.2.c)	A
		Response- Label in Detail "A" has been changed to say remaining portion of 43.35 acres which matches the label on the main drawing. This property is the remainder of a larger tract of land. 0.453 acres is the appraisal districts estimated acreage based on the acreage of tracts that have been cut out of the 43.35 acres.	
4.	11-19-20	Add subdivision name to the Mayor signature block. (Per COB Subdivision Code Section 302.05.A.2.m) Response- Subdivision name has been added.	A
5.	11-19-20	Provide proposed restrictive covenants. (Per COB Subdivision Code Section 302.05.A.2.k)	A
		Response- Owner to provide.	-
		Staff Note: Todd Scott provided existing covenants for Southwood Hills Phase I&II. The existing covenants will carry forward to Phase III.	
6.	11-19-20	Review general note #3. Shrey Way is a local road; therefore, sidewalks are not required.	A
		Response- General note #3 has been removed.	
7.	11-19-20	It appears that ROW and pavement width increases as Shrey Way approach Connell. Please add increased ROW and pavement width in this area on the plat. (Per COB Subdivision Code Section 402.01.A.2)	A
		Response- ROW ties are now shown on plat.	-

NO.	Date of Review	COMMENT	STATUS
8.	11-19-20	Provide tree survey/inventory. (Per COB Design Standard Section VI, Tree Protection, Preservation and Mitigation, (VI.A.2.a.iii))	A
		Response- Tree survey is included.	
9.	11-19-20	Parkland fee/dedication is \$200/per unit. For 116 dwelling units this is \$23,200. Fees are due at the time of plat signatures. This fund will be used to develop Liberty Valley Park, which is within close proximity to this subdivision. (COB Subdivision Code Section 517.01D. Parkland Required)	A
		Response- Acknowledged. Owner to provide.	
10.	11-19-20	Please provide a construction phasing plan for public and private infrastructure construction to assist with the development agreement discussions.	A
		Response- Owner to provide.	
11	12-10-20	Add setback lines for Lot 1, Block 1. This portion is zoned Office -1. The required setbacks are: FY- 25', SY-20', RY-10'. Please show on plat. (COB Subdivision Ord. 302.05.2.h)	
		Response-	
		Public Works/KPA	
1.	11-19-20	Cover Page – change the COB number to 254-933-5823. (Error)	A
		Response- COB phone number has been revised.	
2a	11-19-20	Plat a. Line table to be revised. (Error – Section 302.05A.2.g)	A
		Response- Line table has been revised.	
2b	11-19-20	Plat b. Show existing ROW width of Connell. (Per COB Subdivision Code Section 402.01.A.2)	A
		Response- ROW width of Connell shown on plat.	1

ITEM NO.	Date of Review	COMMENT	STATUS
2c	11-19-20	Plat c. Show existing pavement width of Connell. (Per COB Subdivision Code Section 402.01.A.2) Response- Width of pavement shown on plat.	A
2d	11-19-20	Plat d. Show property owners to the east as well. (Per COB Subdivision Code Section 302.05.A.2.c) Response- Property owners shown on plat.	A
3.	11-19-20	Sheet C2.1 – Add a note that Connell shall not be completely shut down. One lane closures will be permitted. Notice to the City must be provided 48 hours in advance of the shut down for proper public notice. (Emergency Service) Response- Note has been added (see traffic control note #21).	A
4a	11-19-20	Sheet C3.1 a. Show utility line sizes on this sheet. (Per COB Subdivision Code Section 402.A.2) Response- Additional labels have been added for existing and proposed utility lines.	A
4b	11-19-20	Sheet C3.1 b. Add a cap and end of the line clean out at the end of the sewer line on Shrey Way. (COB Design Manual) **Response-* Callout has been added.**	A
4c	11-19-20	Sheet C3.1 c. Add a temporary automatic flush assembly at the end of the waterline on Shrey Way due to dead end line and high point. Note to the developer: this flush assembly can be moved and reused with the subsequent phase of Belle Meadows. (COB Design Manual) *Response-* Callout has been added.	A

ITEM	Date of		
NO.	Review	COMMENT	STATUS
4d	11-19-20	Sheet C3.1 d. Add 2-25 mph speed limit signs. (COB Design Manual)	A
		Response- Speed limit signs have been added.	
4e	11-19-20	Sheet C3.1 e. Can the street lights be moved to the north side of Shrey Way to avoid conflicts with the water line? (Constructability & Maintenance)	A
		Response- Street lights have all been moved to north side of Shrey Way.	
4f	11-19-20	Sheet C3.1 f. Install the sewer taps and water service lines with this development to avoid street patches later. Show these service lines. (Reduce future cost & Constructability)	A/E
		Response- Sewer and water taps have been added to Civil Site Plan and plan & profile sheets to edge of ROW.	
	12-10-20	Add City cleanout on each sewer service. (PW Design Manual) Response:	9
4g	11-19-20	Sheet C3.1 g. Add call outs for no parking signs along this public roadway. (Policy)	A
		Response- Callouts have been added.	
4h	11-19-20	Sheet C3.1 h. Since Pond 5 is not proposed to be built now, how will drainage on Shrey be accommodated? (Engineering Practice & Design Manual)	A
		Response- A drainage channel parallel to Shrey Way has been added to convey runoff until the detention pond is constructed.	
4i	11-19-20	Sheet C3.1 i. Is the proposed 8" water line large enough to serve the immediate area and more particularly, is it large enough to serve the future area and meet fire flows for the proposed development to the west as well? (COB Design Manual)	A

ITEM NO.	Date of Review	COMMENT	STATUS
		Response- The proposed 8" water line along Shrey Way will be connected to the existing 8" water line in Connell Street and to the 8" water lines in Belle Meadows. Belle Meadows Phase IV will be constructed prior to Southwood Hills Phase III or at the same time. The proposed 8" water line will not be a dead end line.	
4j	11-19-20	Sheet C3.1 j. Modify subsequent plans as changes are made. (Engineering Practice)	A
		Response- Acknowledged.	
5a	11-19-20	All plan and profile sheets: a. Add flow lines for sewer service lines into manholes. If any service lines are proposed to be drops, call out to coat manholes. (COB Design Manual) Responses- Sewer service flow lines have been called out.	A/E
	12-10-20	The connection to the existing manholes on Connell will now be a drop manhole. Raven coating is now required.(PW Design Standards) Response-	
5b	11-19-20	All plan and profile sheets: b. Add water service lines as well. At least add the long water service lines to avoid street patch in the future with development. (Reduce future cost & constructability) *Response-Water service lines have been added to edge of ROW.	A/E
	12-10-20	Add sleeves to long services per detail W 01. Add a top/service lines for a sample station. Add sample station to plans per Design Manual pg. 4-2.	
5c	11-19-20	Response- All plan and profile sheets:	A
6а	11-19-20	Sheet C5.3 a. Move hydrant to the west a few feet at Sta 14+45 to move away from drainage/rip rap some. (Constructability) *Response-Hydrant moved.*	A

ITEM NO.	Date of Review	COMMENT	STATUS
бь	11-19-20	Sheet C5.3 b. SETs are shown to be 4:1 here but 6:1 on the detail sheets. Please confirm. City of Belton details require 6:1. (COB Design Manual)	A
= 1		Response- SETs have been revised for 6:1.	
6c	11-19-20	Sheet C5.3 c. Lessen the rip rap at each SET along Connell for maintenance purposes. Modify to something more like the detail on Sheet C6.1, Plan and Section A-A. (Reduce Cost & Improve Maintenance) Response- Rip rap has been reduced.	A
6d	11-19-20	Sheet C5.3 d. Steel encasement for waterline needs to be 16", per City of Belton requirements. Also, extend the encasement to the east just west of the tapping sleeve and valve and extend to the west within 5' of the west property line to prepare for the widening of Connell Street. (COB Design Manual)	A/C
		Response- Steel encasement size has been increased to 16" and has been extended on both sides.	
	12-10-20	Show 16" encasement to extend the west edge of the concrete apron. It currently shows to the east side of the apron on C5.3. Response:	
6e	11-19-20	e. Change tee and valve on the 8" tap to a hot tap, tapping valve and sleeve. (Constructability & Service) Response- Callout has been changed.	A
6f	11-19-20	f. There seems to be a vertical conflict with the proposed 8" water and encasement with the existing sewer line in Connell. (Constructability)	A
		Response- Existing 12" flow line information has been added to the proposed manhole callout and there should not be any conflict with the proposed 8" waterline. (Please note that the existing 12" sewer line is approximately 11' deep and does not graphically show on the profile due to depth.)	

NO.	Date of Review	COMMENT	STATUS
6g	11-19-20	g. Show future sidewalk along the west side of Connell. Ensure approach to Shrey Way is ADA accessible for future sidewalk crossing. (COB Design Manual)	A/C
	12-10-20	Response- Sidewalk has been added. A callout for the cross slope at the sidewalk crossing not to exceed 2% has been added. Show sidewalk to be constructed to the ROW line with ramps on both sides of the apron. Refer to Connell Subdivision for example. Response:	
6h	11-19-20	h. Show Connell widening on this sheet as well. (Engineering Practice)	
	12-10-20	Response-The widening of Connell Street has been added to sheet C5.3 and a new sheet C5.4 has been added. Include ½ of the Connell reconstruction to the northern property line as well. Provide 3/27/20 geotech report for review. (Per COB Subdivision Code Section 502.01H)	
		Response:	*
6i	11-19-20	 i. Show flowline out at doghouse manhole in Connell. (COB Design Manual) 	A
		Response- Existing 12" flow line information has been added to the proposed manhole callout however, the existing 12" sewer line is approximately 11' deep and does not graphically show on the profile due to excessive depth.	-
7	11-19-20	Sheet C6.2. In the cross sections, refer to the report date and who (firm) is was signed by.(Engineering Practice) *Response-Additional information provided in the note beneath Detail #12.	A
8	11-19-20	Provide Connell Street widening plans and proposed cross section for collector street. Reconstruct to center of Connell and widen that half to 18.5', no curb/gutter. Modify Sheet C5.3 accordingly. (COB Subdivision Code Section 502.H. Perimeter Streets)	A/C
		Response- Connell Street widening plans and proposed cross section detail have been added to new sheet C5.4. Refer to comment 6h.	
	12-10-20	Response	7

ITEM NO.	Date of Review	COMMENT	STATUS
9	11-19-20	Sidewalk has been required along Connell of other developers. However, escrowed funds have been required in lieu of construction. Provide estimated cost for these escrowed funds. Include the following in the estimate: reinforced concrete, sand cushion, redwood, ROW prep, SWPPP, pedestrian ramps, engineering, surveying, etc. (COB Subdivision Code Section 503.07 Sidewalk Standards and Policy) Response- New sidewalk has been called out to be constructed in lieu of escrowed funds.	A/C
	12-10-20	Refer to comment 6g. Ok to be constructed with development. Response:	
10	11-19-20	Please submit detention pond calculations for this area including the discharge from Shrey Way. (COB Design Manual)	A
		<i>Response</i> -Calculations for Future Detention Pond 5 have been added to sheet C4.5.	
11		Need a detail for the doghouse manhole. (COB Design Manual)	A
		Response-Doghouse manhole detail has been added to sheet C6.1.	
		BUILDING OFFICIAL	
		No Comments.	
		FIRE DEPT	
		No Comments.	
		POLICE DEPT	
		No Comments.	
		GIS	
		No Comments.	1

ITEM NO.	Date of Review	COMMENT	STATUS
	Oncor: AT&T: Atmos Ener Charter Co Grande Cor	evider Comments rgy: I am in agreement with proposed plat. mmunications: mmunications: Cime Warner): UCD:	

Note: Acceptance by the City of Belton of a plat, zoning change, conceptual drawing, construction drawing, or other development submittal complying with City of Belton minimum standards for drainage does not provide approval beyond what the City may authorize. Approval is limited, and this approval does not limit any obligations you may have under applicable state statutes, such as the Texas Water Code, or federal statutes. You should consult with your own professionals as you continue to pursue this development project.

Sidewalk Policy Update

Staff Report – Planning & Zoning Item



Date: December 22, 2020

Agenda Item #6

Receive a report on the Sidewalk Policy Update.

Originating Department

Planning - Bob van Til, Interim Planning Director

Background

The purpose of this item is to inform the Commission about the status of the proposed sidewalk policy amendment process.

The current ordinance 2015-43 was adopted on September 8, 2015. The ordinance included a sunset provision that required a review of the policies three years from the date of adoption.

In the fall of 2018, staff began the review of the <u>Sidewalk Standards and Policy</u> (Section 503 of the Subdivision Ordinance). Steps taken in regard to the review are summarized below:

- Proposed Subdivision Ordinance changes sent to TABA for review in January/February 2019.
- Stakeholder meeting held April 16, 2019.
- Public hearing held at P&ZC meeting June 18, 2019
- Public hearing held at P&ZC meeting July 16, 2019—Item tabled due to concerns with sidewalk policy.
- Joint workshop with P&ZC/CC on November 12, 2019—Primary discussion focused on sidewalk policy.
- Update to P&ZC on March 17, 2020, with plan to move forward with minor amendments, and bring recommendation on Street Standards and Sidewalk Policy later in the year.

Update:

We are drafting amendments to the current sidewalk policies. This includes the creation of a Master Plan Map to visually guide the need for sidewalks, trails, and shared use paths. The following schedule is proposed for this amendment:

Proposed Dates	Meeting Description
January 12, 2021	City Council Workshop
January 19, 2021	Planning Commission Workshop on Policy
February 2, 2021	Belton Economic Development Corporation Workshop
February 16, 2021	Planning and Zoning – Public hearing and formal
	recommendation
February 22, 2021	City Council – Public hearing formal consideration of an
	ordinance

Attachment: Ordinance 2015-43

ORDINANCE NO. 2015-43

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS, AMENDING SECTION 503, SIDEWALK STANDARDS AND POLICY, OF THE SUBDIVISION ORDINANCE FOR THE CITY OF BELTON; PROVIDING A SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN OPEN MEETINGS CLAUSE.

WHEREAS, the amendments proposed herein have been presented to the Planning and Zoning Commission and due notice of said amendments and hearing on said amendments has been given as required by law, and a hearing on said amendments before the City Planning and Zoning Commission of the City of Belton was set for the 18th day of August, 2015, at 5:30 p.m. for hearing and adoption; and

WHEREAS, said amendments were duly recommended by the said City Planning and Zoning Commission and the date, time and place of the hearing on said amendments by the City Council of the City of Belton was set for the 25th day of August, 2015, 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 amendments by the City Council of the City of Belton of the time, place and date herein before set forth, and a second public hearing was conducted on September 8, 2015; and

WHEREAS, the City Council recognizes the need for Sidewalk Standards and Policy to provide sidewalk installation along local; collector, and arterial streets; and

WHEREAS, the City's primary objective is to update the Sidewalk Standards and Policy as a component of the City's Subdivision Ordinance, to ensure connectivity, accessibility, and safety are evaluated for important destinations; and

WHEREAS, these standards recognize the substantial public and private investment in sidewalks; and

WHEREAS, the Sidewalk Standards and Policy includes a provision for sidewalk funds to be placed in a City of Belton sidewalk escrow account if the sidewalks cannot be built until a later date;

WHEREAS, the Sidewalk Standards and Policy will serve as a reference guide in subdivision plat review in the City and Extraterritorial Jurisdiction (ETJ) to ensure sidewalks needs are addressed; and

WHEREAS, the standards contained within this ordinance are intended to ensure consistent design practices in new development or in redevelopment; and

WHEREAS, the City Council has determined that the proposed Sidewalk Standards and Policy is reasonable.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS:

- <u>PART 1:</u> The existing "Section 503, Sidewalk Standards and Policy," of the Subdivision Ordinance for the City of Belton, Texas, is hereby repealed in its entirety and replaced with a new Section 503: "Street Standards and Policy" as follows:
- 503.01 Sidewalks shall be required and shall be installed by the subdivision developer on streets adjacent to all schools.
- 503.02 Sidewalks shall be required and shall be installed by the subdivision developer as follows:
 - a) On both sides of all internal arterial and collector streets, without driveway access, prior to acceptance of the subdivision.
 - b) On the subdivision side of all collector and arterial streets, without driveway access, prior to acceptance of the subdivision.
- 503.03 Sidewalks shall be required and shall be installed by the builder/property owner on both sides of all collector streets with driveway access. Sidewalks shall be constructed, inspected, and accepted by the City prior to issuance of a Certificate of Occupancy.
- 503.04 Sidewalks shall be required and shall be installed in conjunction with a building permit for all new multiple family, office, retail, commercial, and industrial buildings, and whenever any permit is required for construction, addition or exterior structural alteration on any building or other structure, for the property's frontage length along a public street(s). This provision does not apply to collector and arterial streets with residential frontage.
- 503.05 Sidewalks may also be required to be installed by the subdivision developer when the City determines that in the interest of connectivity, accessibility, and/or public safety sidewalks are necessary to connect the subdivision, or an area of the subdivision, to certain public or private facilities, including but not limited to education facilities, medical facilities, walking or biking trails, transit stops, retail centers, employment centers, and/or thoroughfares.
- 503.06 Sidewalks required along collector streets shall be a minimum of four (4) feet wide except sidewalks constructed directly behind the curb shall be a minimum of five (5) feet wide. Sidewalks required along arterial streets shall be a minimum of six (6) feet wide.
- 503.07 Sidewalks are not required along existing or new local/residential streets. If provided, sidewalks shall be a minimum of four (4) feet wide.

- 503.08 Sidewalks shall be constructed in accordance with the Design Manual and Belton Thoroughfare Plan. The City must approve all sidewalk construction plans prior to construction. All sidewalks shall be inspected and accepted by the City.
- 503.09 If the City determines required sidewalks should not be constructed until a later date, the funds estimated by the City for the construction of said sidewalks shall be placed in a sidewalk escrow account approved by the City. If the funds for sidewalk construction are not expended by the City within 9 years of the date received, the funds and interest will be returned.
- <u>PART 2</u>: Sunset Review. No later than three (3) years following adoption of this ordinance, a comprehensive review of this ordinance shall occur to review and assess the application of these standards to ensure that they have been applied in a manner benefiting the public interest.
- <u>PART 3:</u> If any provision of this ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.
- <u>PART 4:</u> This ordinance shall take effect September 8, 2015, after its passage in accordance with the provisions of the Charter of the City of Belton, Texas, and it is accordingly so ordained.
- <u>PART 5:</u> The Subdivision Ordinance of the City of Belton, Texas, as amended, shall remain in full force and effect, save and except as amended by this ordinance.
- <u>PART 6:</u> It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PRESENTED AND ADOPTED on this the 8th day of September, 2015, by a vote of 4 ayes and 1 nay at a regular meeting of the City Council of the City of Belton, Texas.

Marion Grayson, Mayor

Amy M. Casey, City Clerk

Administrative Plats Approvals

		Administrative Plat Approvals	Plat Appr	ovals	
77.4					
vare	Subdivision Name	Acreage / Location No. of Lots	No. of Lots	Description	Waivers
				Consolidation of Belton Lake Estates, Lots 33 and	
11/17/2020	11/17/2020 Ellis Island - ETJ	0.3843 Acres - 3740 Lake Ridge	***	34, Block 4.	Fire Protection
				Consolidation of Sherwood Shores VIII, Terra	
11/17/2020	11/17/2020 Mullet Ridge Addition - ETJ	0.518 Acres - 6680 lvy Ridge Cir.	•	Terrace Section, Lots 94,95 and 96.	Fire Protection

