

Minutes of the meeting of the
Historic Preservation Commission (HPC)
City of Belton
333 Water Street
Thursday, October 9, 2014

The Historic Preservation Commission met at 5:30 P.M. in the Wright Room at the Harris Community Center. The following members were present: Vice Chair Larry Guess, Sheila Donahue, Randy Stumberg and Tammie Baggerly. The following Staff Members were present: Planning Director, Erin Newcomer and Planning Clerk, Laura Arevalovalle.

1. Call To Order.

Larry Guess, Vice-chair, called the meeting to order at 5:34 P.M.

2. Minutes from the previous meetings.

Ms. Baggerly made a motion to approve the minutes as written. Mr. Stumberg seconded the motion and they were approved unanimously with 4 ayes, 0 nays.

3. H-14-34 Consider a request to re-surface the off-street parking lot in the rear yard at 815 North Main Street, located in the North Central Belton Historic District, on the southeast corner of North Main Street and East 9th Avenue.

Ms. Newcomer presented the staff report.

Mr. Stumberg asked if it were previously a residence and who had paved it originally. Ms. Newcomer responded that she was not sure. Mr. Stumberg stated that in theory, it is a pre-existing parking area. Ms. Newcomer stated that the previous parking lot was covered with chip seal. She stated that sometimes gravel will be installed, which is not compliant, instead of completing installing chip seal. Ms. Newcomer and Mike Huber, Public Works Director and City Engineer, looked at the new surface carefully and could see the asphalt or concrete underneath.

Mr. Guess asked if the Commission was simply approving something that was already completed. Ms. Newcomer stated yes, if the decision is to approve the parking surface. Mr. Stumberg noted it is a situation of “Beg forgiveness instead of ask permission.” Ms. Newcomer stated that the applicant was told by the contractor that there were no permit requirements. She stated that there were attempts to contact the contractor, but he was unreachable. She stated that it is unfortunate that this has happened, but it is compliant with City requirements. Mr. Guess asked if the Commission decision would make pavement installed legal and Ms. Newcomer agreed. Ms. Baggerly asked if this was something we would want going forward on commercial driveways and Ms. Newcomer stated that it is a decision of the HPC. Ms. Newcomer stated that people need to come in beforehand to get permission prior to installation. Mr. Guess stated that would be the desired situation. He asked if the material was an approved surface and Ms. Newcomer responded that it is an approved surface. Mr. Guess noted that the applicant is not out of compliance for materials; the issue is that there was never a permit. Ms. Newcomer stated that was correct and that it is required that all new construction requests are presented to the HPC for consideration. Ms. Baggerly stated that she was not excited about the parking lot.

Ms. Donahue stated that since the parking lot is in compliance with the City requirements, and even though it is after the fact, she is making a motion to approve the request to re-surface the off-street parking lot in the rear yard at 815 North Main Street, located in the North Central Belton Historic District, on the southeast corner of North Main Street and East 9th Avenue. Mr. Stumberg seconded the motion and it was approved unanimously, with 4 ayes, 0 nays.

4. Consider an interpretation of Section 29.12, Certificates of Appropriateness, in accordance with Section 44, Classification of New and Unlisted Uses, of the Zoning Ordinance, in order to allow administrative consideration of roofs; uncovered patios in the rear yard; driveways; and ground signs.

Ms. Newcomer presented the staff report.

Ms. Baggerly inquired if there were guidelines on signs. Ms. Newcomer advised the Commission that the City of Belton is classified as a scenic city, so there are strict guidelines for signs in the Sign Ordinance. If the requirements are not upheld, the City could lose scenic city status. Ms. Newcomer stated that in the historic districts, she tries to encourage the wooden two pole signs with a masonry base. Ms. Baggerly asked about signs with lighting. Ms. Newcomer stated that signs can be lit up to 300 foot candles. She stated that most people shine lights on the signs, very few are internally illuminated. She also noted that changeable copy signs are permitted by right, similar to the one at Chisholm Trail Elementary. However, if it is an electronic changeable copy sign, zoning change request must be submitted for review by the Planning and Zoning Commission and City Council.

Mr. Guess stated that he is confident with Ms. Newcomer’s ability to make judgments as the Historic Preservation Officer; however, he stated that he may not have the same confidence in the next HPO with their ability to scrutinize and preserve.

He asked if this motion could be resent or if it were permanent. Ms. Newcomer stated that the HPC would have to bring the request forward because the interpretation will not carry along with her; instead it will become a component of the Historic Preservation Ordinance. Mr. Guess stated that it would mean fewer meetings regarding minor requests, which he is In favor of. He asked if HPC has the option to undo the interpretation decision being presented to the HPC this evening, if it is needed in the future. Ms. Newcomer stated that the HPC can change the interpretation if they desire.

Mr. Stumberg noted that the items would be approved in compliance with City standards. For historic properties, it is additional work to come to HPC for items that could be approved administratively.

Ms. Donahue asked if it were possible to provide a summary of the administrative COA requests approved when HPC meets so the Commission members know what has been approved by the HPO. Ms. Newcomer agreed with Ms. Donahue's suggestion and stated there will be an update portion on future agendas.

Mr. Stumberg made a motion to approve the consideration of an interpretation of Section 29.12, Certificates of Appropriateness, in accordance with Section 44, Classification of New and Unlisted Uses, of the Zoning Ordinance, in order to allow administrative consideration of roofs; uncovered patios in the rear yard; driveways; and ground signs. Ms. Baggerly seconded the motion and it was approved unanimously, with 4 ayes, 0 nays.

With no further business, the meeting was adjourned at 5:50 p.m.

Chair, Historic Preservation Commission