

Minutes of the
Planning and Zoning Commission (P&ZC)
City of Belton
333 Water Street
Tuesday, October 16, 2018

The Planning and Zoning Commission met at 5:30 P.M. in the Wright Room at the Harris Community Center. The following members were present: Chair Brett Baggerly, David Jarratt, Allison Turner, Lewis Simms, Ty Hendrick, Dave Covington, David Fuller and Michael Pressley. The following staff members were present: Director of Planning Cheryl Maxwell, Planner Kelly Atkinson, IT Ryan Brown and Planning Clerk Laura Livingston. Board member Stephanie O'Banion was absent.

Pledge of Allegiance – Chair Baggerly led all present.

Invocation – Mr. Covington gave the Invocation.

1. Call To Order.

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

2. Minutes from the previous Planning and Zoning Commission meeting.

Mr. Covington made a motion to approve the minutes from September 18, 2018, seconded by Mr. Simms. The motion passed unanimously with 8 ayes, 0 nays.

3. P-18-22 Consider a final plat of Lake Road Corner Lot Addition, a replat of the residual of Lot 7, Block 1, River Place Addition Section One, comprising 5.880 acres, located on the north side of Lake Road (FM 439) extending between River Fair Blvd. and River Place Drive.

This item was withdrawn.

4. P-18-23 Consider a final plat of Belton Business Park, Phase IV, a replat of a portion of Block 4, Belton Business Park Phase II, comprising 6.0 acres, located on the north side of Digby Drive, east of 2710 Digby Drive, in the Belton Business Park.

This item was withdrawn.

5. P-18-25 Consider a final plat of Jan Addition Replat, 5.625 acres, comprising a 3.228 acre tract and a replat of Lot 1, Block 1, Jan Addition, located on the north side of E. Amity Road, west of Heritage Lane, in Belton's ETJ.

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

Mr. Hendrick asked when Jan Addition came about in October 2017, did the P&Z Commission see it? Ms. Maxwell said no, it was all contained in Salado's ETJ so there was no review at that time.

Mr. Hendrick made a motion to approve P-18-25, a final plat of Jan Addition Replat. Mr. Covington seconded the motion. The motion was approved with 8 ayes, 0 nays.

6. Hold a public hearing and consider an ordinance amending several sections of the Zoning Ordinance as it relates to Accessory Dwelling Units (ADU).

Ms. Atkinson present the staff report (Exhibit B).

Chair Baggerly opened the public hearing. Gary Barmore, 619 North Penelope Street, said the parking issue has not been nailed down so it needs to be determined how many cars can be parked on an existing driveway. Barmore said it has to be considered that when he builds an ADU it has the potential for two cars to be parked there; it should be clear what size cars. Secondly, he said, he asked again to consider a 1,000-square-foot ADU and not an 800-square-foot ADU. We are not building an average one-bedroom apartment. We expect with an 84-year-old father-in-law moving in to anticipate a larger living space of two bedrooms and there are no plans on the Internet for a two-bedroom, 800-square-foot apartment. He understands he could apply for a variance and as time goes on and as citizens are asking for an ADU and variances then the Zoning Ordinance could change. Mr. Barmore said he hopes it is seriously considered to increase the square footage to 1,000 from 800 square feet. He further discussed the scenario of parking cars on his property. He thanked the P&Z Commission.

With no one else requesting to speak, Chair Baggerly closed the public hearing.

Chair Baggerly asked about parking spots. Ms. Atkinson said it's defined in the Design Standards as 9 feet by 18 feet. We are focusing on the addition of the ADU and what is needed, Ms. Atkinson said. Mr. Fuller and Mr. Covington discussed parking spaces with Ms. Atkinson. Mr. Simms said the recommendation is more than fair, one additional parking space.

The Commission discussed setbacks for a new ADU. A Specific Use Permit will cover many of these facets, Mr. Covington said.

HOA restrictions will limit the construction of ADUs in some neighborhoods, Mr. Hendrick said. Ms. Atkinson said in talking with Public Works that the house could be metered on the same meter, as Mr. Fuller proposed.

Chair Baggerly asked the Commission to consider the points they all agree upon, as noted below in a list. Chair Baggerly asked to discuss the square footage of an ADU. He was a little concerned about setting a standard based on one person's needs. Mr. Hendrick said it's best to consider it could be based on the size of the lot. The SUP would consider variances to the rule. Mr. Simms said the intent is to be an accessory building unit so if someone lives on several acres of land they could potentially build a second home and not necessarily an Accessory Dwelling Unit. He believed 800 square feet was a reasonable proposed limit. Mr. Covington said he anticipated that most ADUs will be a one-bedroom or a studio apartment and he is comfortable with the 800-square-foot size.

The Commission discussed setbacks when considering a new ADU. Ms. Atkinson asked if the Commission is OK with the maximum height to which the Commission agreed. Chair Baggerly asked about the lot coverage. Ms. Atkinson revised the maximum lot coverage to 60 percent from 75 percent as presented previously.

The Commission agreed the following guidelines should be included in the zoning amendment for ADUs:

- a) Lot must be zoned AG, RE, SF-1, SF-2, SF-3 (in which the language servant's quarters would be changed to Accessory Dwelling Unit and that conversion of existing buildings into an ADU is allowed).

- b) Limit to ONE ADU per lot.
- c) Minimum lot size is 5,000 square feet.
- d) Maximum square feet allowed shall be no more than 800 square feet or no more than 75% of the square footage of the main building, whichever is less.
- e) Maximum height limit of 2 ½ stories if compatible with existing house and surrounding properties.
- f) Building setbacks – ADU must be constructed to the rear of the main building and observe the same side yard setbacks as required by the main building. An ADU shall have a rear yard setback of no less than 10 feet. If detached the ADU must be 10 feet from the main structure.
- g) One additional parking space is required for the addition of an ADU unless the space is already provided on the lot.
- h) Maximum lot coverage shall be no more than 60% with the addition of an ADU, including the main building and any other accessory buildings.
- i) Building materials shall be compatible with the main building and comply with the City of Belton Design Standards.
- j) Utilities must share meters with the main building.

Mr. Covington asked to remove what was previously item “k” that limited ADU Building permits to owner-occupied properties only.

Mr. Simms made a motion to approve amending sections of the Zoning Ordinance as it relates to Accessory Dwelling Units (ADU) as discussed to move to the City Council for approval. Mr. Covington seconded the motion. The motion was approved with 8 ayes, 0 nays.

With no further business, the meeting was adjourned at 6:36 p.m.

Chair, Planning and Zoning Commission