SITE REPORT

FOR

COMMERCE STREET APARTMENTS

BELTON, BELL COUNTY, TEXAS

FEBRUARY 2019

PREPARED FOR:

COMMERC STREET APARTMENTS, LTD.
4500 CARTER CREEK PARKWAY, STE. 101
BRYAN, TX 77802

MBESI No. 1012-0000

McCLURE & BROWNE ENGINEERING/SURVEYING, INC.
1008 Woodcreek Dr., Suite 103 · College Station, Tx. 77845 · (979) 693-3838
Engineer Reg. No. F-458
Survey Reg. No. 101033-00
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Site Report  
Belton, Texas

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EXHIBITS
EXECUTIVE SUMMARY

The report is a summary of a site investigation for a +/- 5.00 acre tract near the intersection of Sparta Road and Commerce Street in Belton, Bell County, Texas. The site is bordered by a utility easement corridor to the west, Commerce Street on the east, undeveloped land to the north and commercial development to the south. The intent of this report is to determine the suitability of this tract for development by the Commerce Street Apartments, Ltd.

KEY NOTES:

- The site sits within the corporate limits of the City of Belton
- The property is currently undeveloped and un-platted. A preliminary plan and final plat will be required for development of the tract. Both the Planning and Zoning Commission along with City Council will be required to act on the final plat of the property.
- A park fee will be assessed on this tract at the time the final plat is recorded.
- The site is zoned MF1-PD (Multi-Family-1 Planned Development) by City Ordinance 2012-44. The proposed use is allowed within the zoning district.
- Minimum parking of 140 spaces will be required.
  - 2 spaces for each 2 and 2.5 bedroom unit
  - 2.5 spaces for each 3 bedroom unit
- Building Setbacks
  - 25’ front along Commerce Street
  - 8’ side along the north and south property boundary
  - 20’ rear along the utility easement
- A traffic impact analysis is not anticipated for the development of the tract.
- No portion of this site lies within FEMA regulated floodplain per map panel 48027C0330E effective September 26, 2008.
- No LOMR’s that were prepared after the date of the effective panel affect this tract.
- Stormwater detention will be required for the site. An existing detention pond that was designed to detain runoff from this site is located about 750’ south-southeast of the site along Commerce Street. A drainage report will be required at the time of development to determine if the proposed development meets the assumptions made for the design of that pond and whether additional detention will be necessary.
• An offsite storm drain line will be required to connect to the existing pond if it is determined that the pond is of adequate size.
• Water quality features will not be required on this site.
• Driveway permits for connection to Commerce Street will be part of the application and approval process to get the site approved by the City of Belton.
A. INTRODUCTION

This report was prepared for a +/- 5.00 acre tract located near the intersection of Sparta Road and Commerce Street in the City of Belton, Bell County, Texas. The site is bordered by a utility easement corridor to the west, Commerce Street on the east, undeveloped land to the north and commercial development to the south. The intent of this report is to determine the suitability of this tract for development by the Commerce Street Apartments, Ltd.

B. REGULATING AUTHORITY AND EXISTING SITE CONDITIONS

The site is located within the corporate limits of Belton, Texas. The existing site consists of undeveloped land with no trees or other visible improvements. The site generally slopes from northwest to southeast with approximately 12’ of fall across the tract.

C. DEVELOPMENT PROCESS

The City of Belton has three (3) major processes for a proposed development: zoning, subdivision, and site plan review/building permit. An outline of the development process is described in more detail below.

D. ZONING

The site is zoned Multi-Family I Planned Development (MF1-PD) by Ordinance number 2012-44. Per Section 15 of the City’s Zoning Ordinance, multi-family dwelling, greater than two (2) units per building, is an allowed use within the MF1-PD zoning district.

The following is a table summarizing the limitations of this particular zoning:

<table>
<thead>
<tr>
<th>Limitations</th>
<th>MF1-PD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Lot Size (SF):</td>
<td>10,000 sf or 2,420 sf per unit</td>
</tr>
<tr>
<td>Minimum Lot Width:</td>
<td>80</td>
</tr>
<tr>
<td>Minimum Lot Depth:</td>
<td>120</td>
</tr>
<tr>
<td>Maximum Density (units/acre):</td>
<td>18</td>
</tr>
<tr>
<td>Maximum Height:</td>
<td>Three (3) stories</td>
</tr>
<tr>
<td>Minimum Setbacks:</td>
<td></td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>-------</td>
</tr>
<tr>
<td>Front Yard</td>
<td>25</td>
</tr>
<tr>
<td>Street Side Yard</td>
<td>15</td>
</tr>
<tr>
<td>Interior Side Yard</td>
<td>8</td>
</tr>
<tr>
<td>Rear Yard</td>
<td>20</td>
</tr>
<tr>
<td>Maximum Lot/Building Coverage:</td>
<td>40%</td>
</tr>
<tr>
<td>Parking Requirements:</td>
<td></td>
</tr>
<tr>
<td>2 per 1 &amp;2-bedroom unit or 2.5 per 3 - bedroom unit (minimum 140)</td>
<td></td>
</tr>
</tbody>
</table>

The minimum drive aisle width shall be 24 feet per the Belton Design Manual where adjacent to parking spaces and 26 feet for fire access routes. Parking spaces perpendicular to the drive aisle must be a minimum 9 feet wide by 8 feet deep. A dumpster or refuse container is required to be located within 250 feet of all of the units and shall be screened from view on three (3) sides.

The number of required handicap spaces for new construction is determined by the following table.

<table>
<thead>
<tr>
<th>Total Parking in Lot</th>
<th>Required Minimum Number of Accessible Spaces</th>
</tr>
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<tbody>
<tr>
<td>1 to 25</td>
<td>1</td>
</tr>
<tr>
<td>26 to 50</td>
<td>2</td>
</tr>
<tr>
<td>51 to 75</td>
<td>3</td>
</tr>
<tr>
<td>76 to 100</td>
<td>4</td>
</tr>
<tr>
<td>101 to 150</td>
<td>5</td>
</tr>
<tr>
<td>151 to 200</td>
<td>6</td>
</tr>
<tr>
<td>201 to 300</td>
<td>7</td>
</tr>
<tr>
<td>301 to 400</td>
<td>8</td>
</tr>
<tr>
<td>401 to 500</td>
<td>9</td>
</tr>
<tr>
<td>501 to 1,000</td>
<td>2 percent of total</td>
</tr>
<tr>
<td>1,001 and over</td>
<td>20, plus 1 for each 100 over 1,000</td>
</tr>
</tbody>
</table>

One in every eight accessible spaces, but not less than one, shall be served by an access aisle 96 inches wide minimum and shall be designated “van accessible” as required by 4.6.4. The vertical clearance at such spaces shall comply with 4.6.5. All such spaces may be grouped on one level of a parking structure.
E. SUBDIVISION

This property has not been previously subdivided. A preliminary plat was approved in November 2012, but has since expired. An updated preliminary plat will be required.

A final plat must be submitted and approved within one (1) year of the approval of the preliminary plat and the application can run concurrently. The final plat application is required to include the subdivision improvement construction documents for off-site utilities extensions and other public subdivision improvements. The City of Belton does have a parkland dedication ordinance that will apply to the multi family development and the parkland dedication be required as part of the subdivision approval. Both the preliminary and final plats will be required to be approved by the Planning and Zoning Commission and City Council. Upon approval the final plat shall be recorded with Bell County.

F. SITE DEVELOPMENT/BUILDING PERMIT

Located within the full purpose limits of the City of Belton, the site will be required to comply with current building requirements including the submittal for building permit. The City of Belton is currently using the 2009 International Building Code and the 2009 International Fire Code with amendments.

The City of Belton does not have a stand-alone Site Development approval process, however site improvements will be reviewed as part of the subdivision final plat application and building permit application. A certificate of occupancy shall not be issued unless all construction and development conform to the site plan as approved by the City.

The building permit application and site plan review process ensures that the plans for construction comply with the City of Belton land use and construction standards. Specific code issues include appropriate zoning, structural integrity, proper exiting, fire resistance sanitation and other health concerns, tapping into hate and sewer lines, the extension of electrical service, handicap accessibility, etc. Specific aspects of building plan review are building, plumbing, electrical, fire, health, mechanical, energy code, and zoning reviews.

Some specific Fire Department requirements that may impact the development are listed below:

A sprinkler system will be required for the 2-story buildings and building over two (2) units, per the Fire Marshal.
A remote Fire Department Connection (FDC) is required for sprinklered buildings. The FDC must be located at least a distance of 1.5 times the height of the nearest wall from the adjacent structures.
A fire hydrant will be required to be located within 100 feet of the FDC.
A fire hydrant will be required to be located within 300 feet of hose lay to all exterior walls of the building.
A second fire hydrant will be required to be located within 500 feet of hose lay to all exterior walls of the building.

The site plan review/building permit application is processed through the Building Official’s office and has a typical approval timeline of 60-90 days.
G. SIGNS

Per the City of Belton Sign Ordinance 2008-11, the following restrictions will apply:

**FREESTANDING SIGNS**
- One permitted per property per street frontage (Monument or Low Profile Pole Sign)
- Area not to exceed 32 SF for the monument sign and 20 SF for the low profile pole sign
- Height not to exceed 8 feet for the monument sign and 6 feet for the low profile pole sign
- Located entirely on profile property

**WALL SIGNS**
- Area not to exceed 1 SF per linear foot of primary building facade
- Height not to exceed of wall surface

H. EASEMENTS

**Existing Easements**

Based on the boundary survey by Turley Associates, Inc., dated January 25, 2016, there is an existing easement on the western end of the site. It is a +/-50’ wide electric easement to Texas Power and Light (Vol.1034, Pg. 487 and Vol.1261, Pg. 88) that runs north to south along the western end of the property.

**Proposed Easements**

A 20’ public utility easement will be required with the final plat along Commerce Street. The easement is anticipated to allow for the extension of the proposed water and wastewater mains along the Commerce Street frontage of the subject tract. A water easement will also be required around the proposed water meter for the site if the meter is not fully contained within the previously mentioned 20-foot public utility easement.

A 10’ electric easement will be needed for the extension of the electric lines to proposed metering locations.

An off-site sanitary sewer easement or public utility easement may be required in order to provide sanitary sewer to the site from the south. The wastewater easement would be generally located along the frontage of Commerce Street.

An off-site drainage easement may be required across private properties to the south to allow for the conveyance of stormwater flows from the subject project to the existing regional pond to the south.
I. TRANSPORTATION

Commerce Street

Commerce Street is a two-lane undivided roadway section without a curb and gutter. The posted speed limit is 35 mph.

Access to the site will be provided via proposed driveways along the Commerce Street frontage. The City may require the northern driveway to be a shared access with the adjoining property. Further investigation into this requirement will be necessary during the design phase of the project. At this time there is no existing sidewalk along the tract’s frontage will be required.

J. TREE PRESERVATION, LANDSCaping, AND PARK DEDICATION

As part of the topographic design survey, the City of Belton requires a tree survey be performed which identifies all trees eight inches and larger in diameter. Based upon a site visit there are no existing trees located on-site, therefore tree mitigation will not be required. The City will require a sign and sealed letter with the topographic survey attached certifying that no trees are present on the subject tract prior to the proposed development.

A landscape plan will be required at the time of site plan. The plan shall meet the requirements set forth in the City of Belton Design Standards manual.

K. DEVELOPMENTAL FEES

The City of Belton will require several development fees. A copy of the current fee structure can be found in the exhibits.

L. HOUSE BILL 1704 (Ref: Chapter 245 Local Government Code)

House Bill 1704 as adopted by the 76th Legislature of the State of Texas (effective May 1999 as amended) related to approval of certain permit application by local governments Excerpts of the finalized bill are included below:

(a) Requires each regulatory agency to consider the approval, disapproval or conditional approval of an application for a permit solely on the basis of any orders, regulations, ordinances, rules, expiration dates, or other properly adopted requirements in effect at the time the original application for the permit is filed.

(b) Requires the orders, regulations, ordinances, rules expiration dates, or other properly adopted requirements in effect at the time the original application for the first permit in that series is filed, if a series of permits is required for a project, to the sole basis for consideration of all subsequent permits required for the completion of the project. Provides that all permits required for the project are considered to be a single series of permits. Provides that preliminary plans and related subdivision plats,
site plans, and all other development permits for land covered by the preliminary plans or subdivision plats are covered collectively to be one series of permits for a project.

(c) Prohibits a regulatory agency from shortening the derivation of any permit required for the project, after an application for a project is filed.

(d) Authorizes a permit holder, notwithstanding any provision of this chapter to the contrary, to take advantage of recorded subdivision plat notes, recorded restrictive covenants required by a regulatory agency, or a change to the laws, rules, regulations, or ordinances of a regulatory agency than enhance or protect the project, including changes that lengthen the effective life of the permit after the date the application for the permit was made, without forfeiting any rights under this chapter.

In general, the legislation allows a development to be subject to the rules in effect at the time of the original application. Based upon a preliminary review of the available information, it appears that this project will not be subject to HV 1704 protection ("grandfathering"). The Owner should be aware that legal assistance may be required to confirm, establish, and/or support an application under provisions of House Bill 1704.

M. FLOOD PLAIN

No portions of the site lie within the Federal Emergency Management Agency (FEMA) floodplains as shown in the FEMA map number 48027C0330E, dated September 26, 2008.

N. STORM WATER MANAGEMENT - WATER QUALITY

Per the City of Belton Design Standards Manual permanent water quality facilities meeting TCEQ guidelines are encouraged, but are not required for this development.

O. STORM WATER MANAGEMENT - DETENTION

The proposed site will require stormwater detention to reduce the post development runoff rates to be at or below the existing runoff rates for the 2, 5, 10, 25, and 100 year design frequencies according to the City of Belton’s requirements.

There is an existing detention pond located approximately 750 southeast of the site that was intended to provide detention capacity for this site. During the design phase, a determination will be necessary if that pond is sufficient for the proposed development or if additional storage will be required.

Existing drainage from this site is conveyed to the Commerce Street right-of-way and to the southeast along the street. The proposed drainage will follow the same path, but will be conveyed via underground storm drain pipes.
P. STORM WATER POLLUTION PREVENTION PLAN

A Storm Water Pollution Prevention Plan (SWPPP) that conforms to the requirements of the Texas Pollutant Discharge Elimination System (TPDES) Construction General Permit (CGP) (TXR150000) effective March 5, 2018.

Q. Utility Availability

1. Water

There is an existing 12-inch water line that runs along the southern right-of-way of Sparta Road and an 8-inch water line that runs along the western side of Commerce Street ending at the southeast corner of the property. The water line along Commerce Street is understood to be located within an existing public utility easement; however, a copy of the easement has not been obtained at the time of this report.

The 8-inch water line will be required to be extended from the existing 8-inch water line near the southeast corner of the site to the northern property line of the subject tract. A fire loop will likely be required on-site to provide adequate hydrant coverage and that this loop will be required to be private with backflow protection near the water tap. If a private loop is proposed as part of this project, it will require the installation of two fire demand master meters prior to the backflow devices.

2. Wastewater

There is an existing 8-inch wastewater line located approximately 600 feet to the south of the proposed development along the western side of Commerce Street. This line will have to be extended to the site and to the northern property line for future connection of the adjoining tract.

3. Gas

The site is located within Atmos Energy’s service area. Based upon a site visit and a letter from Atmos Energy, there is a 3-inch poly gas facility that runs along an easement that parallels the western property line. Per the availability letter provided by Atmos Energy, the gas company will provide one gas line and one meter to the western property line. If additional on-site meters or an on-site gas line is required, it will be at the sole cost of the developer and must be placed within an approved utility easement.

4. Electrical

The site is located within Oncor’s service area. There is an existing single phase overhead electric line along the western side of Commerce Street, an existing three phase electric line within an easement running parallel to the western property line of the site, and an existing high-voltage overhead transmission line within an on-site electric easement located along the western property line. Based upon an availability letter provided on Oncor, electric service can be extended to the site per Oncor’s extension policies.
R. ARCHITECTURAL SITE PLAN

The proposed site layout includes multiple two-story buildings with 64 total units. The unit mix consists of 16 one-bedroom units, 40 two-bedroom units, and 8 three-bedroom units.
Exhibit A
Preliminary Site Plan
Exhibit B
Zoning Ordinance
ORDINANCE NO. 2012-44

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM AGRICULTURAL ZONING DISTRICT TO MULTIPLE FAMILY-1 PLANNED DEVELOPMENT AND RETAIL ZONING DISTRICT FOR A SENIOR LIVING RENTAL COMMUNITY ON A 5.00 ACRE TRACT, AND A PROPOSED RETAIL CENTER ON A 4.736 ACRE TRACT ON THE SOUTHWEST CORNER OF SPARTA ROAD AND COMMERCE DRIVE, WITH DEVELOPMENT TO BE REGULATED UNDER TYPE AREA 5 DESIGN STANDARDS.

WHEREAS, Prestwick Development, prospective owner of the following described property has presented its 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 20th day of November, 2012, at 5:30 p.m. for hearing and adoption, said district being described as follows:

Proposed Lots 1 and 2, Block 1 of Commerce Street, Belton, Texas (location map and field notes attached as Exhibit "A" and "B")

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 27th day of November, 2012, 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 an Agricultural Zoning District to Multiple Family-1 Planned Development and Retail Zoning District, in accordance with Section 15 - the Multiple Family Zoning District, Section 21 - the Retail Zoning District, and the Design Standards in Ordinance No. 2009-31, 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 must conform to the Multiple-Family and Retail Zoning District in all respects, except the total number of parking spaces provided on Lot 1 shall be a minimum of 140 spaces.

2. Landscaping/fencing plan providing suitable transition subject to detailed site plan review at building permit.
3. The development of the property shall conform to all applicable Type Area 5 Design Standards, as identified in Ordinance 2009-31, Section 7.1 of the Zoning Ordinance, including:
   a. Site Development Standards discussed above
   b. Building Design Standards
   c. Landscape Design Standards


5. Applicant/owner agree that two parking spaces per unit will be required if tax credits are not awarded for the senior housing project proposed in 2013.

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 27th day of November, 2012, by a vote of 3 ayes and 0 nays.

SIGNED AND APPROVED by the Mayor and attested by the City Clerk on this the 27th day of November, 2012.

ATTEST:

Connie Torres, City Clerk
SECTION 15  MF - MULTIPLE FAMILY DISTRICT

15.1 GENERAL PURPOSE AND DESCRIPTION:

The MF - Multiple Family Residential District is an attached residential district intended to provide the highest residential density of eighteen (18) dwelling units per acre. The principal permitted land uses will include mid and low-rise multiple family dwellings, garden apartments, condominiums and townhouses. Recreational, religious, health and educational uses normally located to serve residential areas are also permitted in this District. This District should be located adjacent to a major thoroughfare and serve as a buffer between retail/commercial development or heavy automobile traffic and medium or low-density residential development.

15.2 PERMITTED USES:

1. Multiple-Family Dwelling (apartment building), greater than two (2) units per building

2. Two-Family residence (duplex)

3. Single-Family detached dwellings

4. Greenhouses and gardens, limited to the propagation and cultivation of plants, provided no retail or wholesale business is conducted on the premises except as allowed as home occupations

5. The keeping of dogs, cats, and other normal household pets, conforming to Chapter 3 of the City Code of Ordinances.

6. Municipally-owned facilities and uses (no open storage or repair)

7. Leasing offices for the apartment complex

8. Public schools (kindergarten through high school)

9. Temporary buildings for uses incidental to construction work on the premises, which said buildings shall be removed upon the completion or abandonment of construction work by order of the Building Official.

10. Accessory buildings and uses, customarily incidental to the above uses and located on the same lot therewith, but not involving the conduct of a retail business except as provided herein:

   a. The term accessory use shall include customary home occupations as herein defined. Accessory buildings, including a private garage, when located not less than sixty feet (60') from the front lot line, nor less than three feet (3') from either side line, provided said accessory building shall not occupy more than fifty percent (50%) of the minimum required rear yard in the case of a one-story building. When the accessory building is directly attached to the main building, it shall be considered an integral part of the main building.
When the accessory building is attached to the main building by a
breezeway, the breezeway is considered a part of the main building.
Temporary metal buildings less than six hundred (600) square feet, which
are used for tool and supply storage, are permitted.

b. Covered parking areas
c. One antenna (amateur or CB radio) and/or satellite dish antenna located in
the rear yard or as specified in Section 35.

11. Telephone exchange, provided no public business and no repair or outside storage
facilities are maintained

12. Sewage treatment plant or pump station (publicly operated)

13. Swimming pool (private)

14. Family Home

15. Child Care Center

16. Nursing Home

17. Common open space, community center, recreational building, and other facilities or
amenities provided they are intended for use by the residents of the multi-family
apartment complex.

18. Such uses as may be permitted under the provisions of Specific Use Permits, Section
33

15.3 HEIGHT REGULATIONS: Maximum Height – three (3) stories

15.4 AREA REGULATIONS:

A. Size of Yards:

1. Minimum Front Yard - Twenty-five feet (25')

2. Minimum Side Yard - Eight feet (8'); ten feet (10') between buildings without
openings (windows); fifteen feet (15') between buildings with openings and when
adjacent to side street; sixty feet (60') when building is in excess of one story in
height and adjacent to Single Family Zoning District (also see Section 36.4)

3. Minimum Rear Yard - Twenty feet (20'); sixty feet (60') when the building is in
excess of one story and adjacent to a Single Family Zoning District.

B. Size of Lots:

1. Minimum Lot Area - Two thousand, four hundred twenty (2,420) square feet per
dwelling unit, not to exceed eighteen (18) dwelling units per acre (calculated on gross
The minimum lot size shall be ten thousand (10,000) square feet.

2. Minimum Lot Width - Eighty feet (80')

3. Minimum Lot Depth - One hundred twenty feet (120')

C. Maximum Lot Coverage: Forty percent (40%) total, including main and accessory buildings

D. Parking Regulations: Two (2) spaces per unit (See Section 34, Off Street Parking and Loading Requirements.

15.5 REFUSE FACILITIES:

A. Every dwelling unit shall be located within two hundred fifty feet (250') of a refuse facility, measured along the designated pedestrian and vehicular travel way. A refuse facility shall be a dumpster or other similar receptacle designed for receiving garbage in bulk or for more than one dwelling.

B. Each refuse facility shall be screened from view on three (3) sides from persons standing at ground level on the site or immediately adjoining property, by an opaque fence or wall of wood or masonry not less than six feet (6') not more than eight feet (8') in height or by an enclosure within a building. Refuse containers shall be provided and maintained in a manner to satisfy local public health and sanitary regulations. Each refuse facility shall be located so as to provide safe and convenient pickup by refuse collection agencies.

15.6 SPECIAL DISTRICT REQUIREMENTS:

A. Single family or duplex units constructed in this District shall conform to SF-3 and 2F Districts standards.

B. No permanent use of temporary dwellings, such as travel trailers, recreational vehicles or motor homes, may be for on-site dwelling purposes.

C. Open storage is prohibited.

D. The front door of each apartment unit shall be no more than one hundred fifty feet (150') from a fire lane (measured by an unobstructed straight line)

E. A paved walkway shall connect the front door of each ground floor unit to a parking area.

F. Other Regulations: As established by Sections 35, 36, 37, 38, 39, 40 and 41
Exhibit C
Building Permit Application and Checklist
BUILDING PERMIT APPLICATION

CITY OF BELTON – APPLY ONLINE AT My Permit Now.org

It is the responsibility of each applicant to become familiar with the requirements of the Codes, as amended and adopted by the City of Belton and all other applicable ordinances if the City of Belton, Texas.

Five complete sets must be attached to all NEW COMMERCIAL applications.

A SITE PLAN must be attached to your application to show all structures currently on the property, the location where the new construction will be and the distance to each property line from that construction.

### DESCRIPTION:

### ADDRESS:

<table>
<thead>
<tr>
<th>CONSTRUCTION WILL BE (CIRCLE ONE):</th>
<th>CIRCLE ONE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>RESIDENTIAL</td>
<td>COMMERCIAL</td>
</tr>
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<table>
<thead>
<tr>
<th>Does property have an on-site septic system?</th>
<th>Is property located in an historic district?</th>
</tr>
</thead>
<tbody>
<tr>
<td>YES</td>
<td>NO</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>For renovation or demolition of a public or commercial building, has an asbestos survey been done?</th>
</tr>
</thead>
<tbody>
<tr>
<td>YES</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL SQUARE FOOTAGE OF SITE:</th>
<th>TOTAL SQUARE FOOTAGE OF IMPERVIOUS COVER:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>TOTAL SQUARE FOOTAGE UNDER ROOF:</th>
<th>COST OF CONSTRUCTION: $</th>
</tr>
</thead>
</table>

### PROPERTY OWNER:

PROPERTY OWNER: | CELL:  
MAILING ADDRESS: | HOME: |
|----------------|-------|
CITY: | STATE/ZIP: | FAX: |
| EMAIL: |

### CONTRACTOR:

CONTRACTOR: | CELL:  
MAILING ADDRESS: | HOME: |
|----------------|-------|
CITY: | STATE/ZIP: | FAX: |
| EMAIL: |

### LEGAL DESCRIPTION:

LEGAL DESCRIPTION: | BLOCK #: | LOT #:  
ADDITION: | CURRENT ZONING: |

---

Signature of applicant

Date of application

Printed name of applicant
CITY OF BELTON
BUILDING PERMIT FEE SCHEDULE
(Effective October 1, 2017)

Basic Building Permit (minimum)...........................................$60.00

RESIDENTIAL NEW CONSTRUCTION
Per square foot.................................................................$0.10
Multifamily.................................................................$10.00 per additional unit
Technology fee.........................................................$10.00

COMMERCIAL NEW CONSTRUCTION
Per square foot.................................................................$0.15
Technology fee.........................................................$10.00

RESIDENTIAL/COMMERCIAL REMODEL/ADDITIONS
0-1,000 square feet..........................................................$85.00
Each additional 1,000 square feet......................................$25.00 per additional 1,000 square feet or portion thereof

DEMOLITION
Basic permit.................................................................$60.00 with $300.00 cash deposit or $1,000.00 surety bond
Equipment costs..........................................................$100.00 per hour per piece of city equipment
Personnel costs..............................................................$25.00 per hour per city employee

HOUSE MOVES (including mobile homes)
Move house off lot in city.................................................$110.00 with $300.00 cash deposit or $1,000.00 surety bond
Move house into city.......................................................$110.00

SIGNS
On-premise sign..............................................................$60.00
Off-premise sign............................................................$1,010.00
Portable/temporary sign..................................................$35.00

SWIMMING POOLS
Above ground pool..........................................................$35.00
In ground pool..............................................................$85.00
Commercial/Institutional pool..........................................$110.00

OTHER
Fences.........................................................................$35.00
Roofing..........................................................................$35.00

CONTRACTOR REGISTRATION
New contractors..............................................................$50.00

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

BUILDING INFORMATION

Planning Department
(254) 933-5812
New Construction Information

To apply for a building permit for new construction, the City of Belton requires the following:

1. Complete and submit application for a building permit.

2. Submit a complete set of plans (five (5) sets for commercial construction) that includes the following:
   a. A site plan showing all existing buildings, proposed buildings, the distances between all buildings and the distances from the property lines.
   b. Foundation and building plans with plumbing, electrical and mechanical plans
   c. Drainage study if not in an established subdivision.

The City of Belton has adopted the following codes:


4. 2009 International Mechanical Code and the 2009 International Building Code, whichever is most stringent.

5. 2009 International Fire Code and the 2009 International Building Code, whichever is most stringent.


If you have any questions concerning construction and inspections, please call the following persons:

Rex Robertson  
Building Official  
(254) 933-5815  
Building Codes and Inspections

Kim Ross  
Code Enforcement Officer  
(254) 933-5820  
Code Enforcement

Byron Sinclair  
Interim Public Works Director  
(254) 933-5824  
Driveways and Approaches, Streets and Sidewalks, etc.

Angellia Points  
Interim City Engineer  
(254) 933-5868  
Water and/or Sewer Taps

Bruce Pritchard  
Fire Chief  
(254) 933-5885  
Fire Inspections or Protection

Jeff Booker  
Fire Marshal  
(254) 933-5827

Erin Smith  
Director of Planning  
(254) 933-5816  
Signs, Historic Preservation, Planning and Zoning

Planning Department  
(254) 933-5812  
Information/Dispatch Inspectors

If you are unsure whom to contact, call the Planning Department, and your call will be routed to the proper person or department.
### Permits Required:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Permit Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Conditioning Installation</td>
<td>Mechanical Permit</td>
</tr>
<tr>
<td>Burning (Outdoor)</td>
<td>Fire Marshal's Permit</td>
</tr>
<tr>
<td>Construction (New or any Structural Change)</td>
<td>Building Permit</td>
</tr>
<tr>
<td>Curbing</td>
<td>Public Works Permit</td>
</tr>
<tr>
<td>Driveway</td>
<td>Public Works Permit</td>
</tr>
<tr>
<td>Electrical Work</td>
<td>Electrical Permit</td>
</tr>
<tr>
<td>Fire Sprinkler System</td>
<td>Building Permit</td>
</tr>
<tr>
<td>Gas Work (Inside or Yard Line)</td>
<td>Plumbing Permit</td>
</tr>
<tr>
<td>Heating Installation</td>
<td>Mechanical Permit</td>
</tr>
<tr>
<td>HVAC Work</td>
<td>Mechanical Permit</td>
</tr>
<tr>
<td>Irrigation System</td>
<td>Plumbing Permit</td>
</tr>
<tr>
<td>Plumbing Work</td>
<td>Plumbing Permit</td>
</tr>
<tr>
<td>Sewer Work (Inside or Yard Line)</td>
<td>Plumbing Permit</td>
</tr>
<tr>
<td>Sewer Tap</td>
<td>Tapping Permit</td>
</tr>
<tr>
<td>Septic Systems</td>
<td>Bell Co. Health Department Permit</td>
</tr>
<tr>
<td>Sidewalks</td>
<td>Public Works Permit</td>
</tr>
<tr>
<td>Signs</td>
<td>Building Permit</td>
</tr>
<tr>
<td>Swimming Pool</td>
<td>Building Permit</td>
</tr>
<tr>
<td>Tents (Open to Public or Group Assemblies)</td>
<td>Fire Marshal's Permit</td>
</tr>
<tr>
<td>Trenching</td>
<td>Utility Cut Permit</td>
</tr>
<tr>
<td>Water Heaters</td>
<td>Plumbing Permit</td>
</tr>
<tr>
<td>Water Lines (Inside or Yard Lines)</td>
<td>Plumbing Permit</td>
</tr>
<tr>
<td>Water Tap</td>
<td>Tapping Permit</td>
</tr>
</tbody>
</table>

### Oak Wilt Prevention Ordinance:

Any public or private utility company, governmental agency, contractor, house moving company or commercial tree service business, whether an individual, corporation or partnership, engaged in the trimming of Live Oak, Shumard Oak, Spanish Oak, Black Jack Oak (any Red Oak Group) trees, shall be required to carry out the procedures following:

1. Prior to trimming each Live Oak, Shumard Oak, Spanish Oak, Black Jack Oak (any Red Oak Group) tree, all cutting devices to be used on a said tree shall be thoroughly treated with a solution of at least six (6) ounces chlorine bleach and one (1) gallon of water.

2. Upon removing any limb greater than 3/4" in diameter, or creating a wound of one (1) inch square or larger, said wound shall be immediately treated with a tree wound paint.

Violation of the requirements contained herein shall constitute a Class C Misdemeanor punishable by a fine of not less than $10.00 nor greater than $200.00 for each and every violation.
General Information

The following applies to all construction within the City of Belton:

1. Plumbing contractors must pull their own separate plumbing permit. The State of Texas must license all plumbers. All plumbers must furnish either an insurance certificate for $300,000 general liability or a $1,500 bond for the City of Belton. Proof of insurance must be on file in the Inspections Office.

2. Electrical contractors must pull their own separate electrical permit. The State of Texas must license all electricians. All electricians must furnish either an insurance certificate for $300,000 general liability or a $1,500 bond for the City of Belton. Proof of insurance must be on file in the Inspections Office.

3. Mechanical contractors must pull their own separate mechanical permit. The State of Texas must license all mechanical contractors. All mechanics contractors must furnish either an insurance certificate for $300,000 general liability or a $1,500 bond for the City of Belton. Proof of insurance must be on file in the Inspections Office.

4. All contractors must obtain permits before work begins.

5. All contractors and subcontractors must adhere to the noise ordinance adopted by the City Council March 27, 2007. See pages 11-12.

6. Each contractor should call their inspections in to the Inspections Office. The City will charge a re-inspection fee if the work does not pass inspection or the contractor is not ready for the inspection.

7. No one can occupy any building without a final inspection or Certificate of Occupancy. An electric meter does NOT indicate that a building can be occupied. The City requires installation of the electric meter before a final inspection so the inspector can check all lights, circuits, appliances and other electrical equipment for proper operation during a final inspection.

8. The City of Belton requires a street address be displayed at the site of construction. If a property has no address, the City will assign one when we issue the building permit.

9. A list of required inspections is included in this packet.

10. If you have any questions concerning codes for building, plumbing, mechanical or electrical, please contact:

Rex Robertson, Building Official
City Hall, 333 Water Street
P. O. Box 120, Belton, Texas 76513
(254) 933-5815
or
Inspections Office
(254) 933-5812
General Contractor

Building Permit Fees:
Basic Minimum Permit..........................$60.00

New Construction: Residential / Commercial
Residential....................................$0.10 per Square Foot
Plus Technology Fee...............................$10.00
Commercial......................................$0.15 per Square Foot
Plus Technology Fee...............................$10.00
Multi-Family with more than 2 Units..............$10.00 per Unit in Addition to Above Fees

Remodel or Addition: Residential / Commercial
0-1,000 Square Feet................................$85.00
Each Additional 1,000 Square Feet...............$25.00 per additional 1,000 or Portion Thereof

Demolition:
Basic Permit.............................................$60.00 plus $300 Deposit or $1,000 Surety Bond

House Move:
Move Mobile Home into City......................$110.00
Move House or Mobile Home within City.........$110.00 plus $300 Deposit or $1,000 Surety Bond

Signs:
On-Premise Signs....................................$60.00
Off-Premise Signs....................................$1,010.00
Portable/Temporary Signs.........................$50.00

Swimming Pools:
Above Ground Pool..................................$35.00
In-Ground Pool........................................$85.00
Commercial/Institutional Pool......................$110.00

Miscellaneous:
Fences..................................................$35.00
Roofing..................................................$35.00

Contractor Registration
New Contractors......................................$50.00

Inspections Required:

1. Footing (Foundation)
   All forms in place (Footings, Beams, etc.)
   Clean of Loose Material
   All Steel in Place
   Property Pins in Place

2. Framing (Walls)
   After All Plumbing, Electrical & HVAC installed in Walls
   Water Meter in Place and Water in all Water Piping before Insulation is installed

3. Insulation
   Before Walls are covered

4. Final (Certificate of Occupancy)
   All Fixtures Installed and Working
   Electrical & Gas (if needed) Meters Installed
   All Plumbing, Electric and HVAC Work Complete
   Not Occupied
**Electrical Contractor**

All electricians must register with the City of Belton and must pull their own permits (separate from the general contractor's building permit).

The City of Belton requires proof of a current Texas State Electrical Master License on file in the Inspections Office. The City of Belton requires an Insurance Certificate showing a minimum of $300,000 in general liability to be on file in the Inspections Office at City Hall.

**Electrical Permit Fees:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Permit Fee</td>
<td>$35.00</td>
</tr>
<tr>
<td>Service Under 200 Amps</td>
<td>10.00</td>
</tr>
<tr>
<td>Additional 100 Amps</td>
<td>10.00 each 100 amps</td>
</tr>
<tr>
<td>Each 110 Circuit</td>
<td>4.00</td>
</tr>
<tr>
<td>Each 220 Circuit</td>
<td>5.00</td>
</tr>
<tr>
<td>Temporary Pole</td>
<td>20.00</td>
</tr>
<tr>
<td>Mobile Home Service</td>
<td>20.00</td>
</tr>
<tr>
<td>Pool Ground</td>
<td>10.00</td>
</tr>
<tr>
<td>Equipment Motors ½ to 50 HP</td>
<td>12.00</td>
</tr>
<tr>
<td>Electric Motors Over 50 HP</td>
<td>25.00</td>
</tr>
<tr>
<td>Re-inspection Fee</td>
<td>35.00</td>
</tr>
<tr>
<td>New Contractor Registration</td>
<td>50.00</td>
</tr>
</tbody>
</table>

**Inspections Required:**

1. **Temporary Pole**
   Pole in Place, Braced and with Ground Rod
   Do not forget G.F.I. requirements

2. **Rough-In**
   Main Panel and subpanels installed
   All wiring in place, but before installation of insulation
   Do not forget main disconnect at the point of entry

3. **Meter Loop (Service)**
   When meter can be set safely
   If any fixtures are not installed, cover the conductors with wire nuts and tape

4. **Final Inspection**
   Meter is set, all fixtures in place and operative.
   Not Occupied
Plumbing Contractor

All plumbers must register with the City of Belton and must pull their own permits (separate from the general contractor's building permit.)

The City of Belton requires proof of a current Texas State Plumbing Master License or a State Irrigators License on file in the Inspections Office.

The City of Belton requires an Insurance Certificate showing a minimum of $300,000 in general liability to be on file in the Inspections Office at City Hall.

Plumbing Permit Fees:
Basic Fee..............................................................................$35.00

Itemize List of Fixtures (commodes, tubs, lavatories, sinks, Showers, floor drains, urinals, washing machines, Drinking fountains, hose bibs, grease traps, etc.) Each Fixture.................................................5.00

Each Water Heater....................................................................5.00

Gas Installation (First 5 Openings)...........................................6.00

Per Added Outlet.....................................................................1.00

Gas Test Only........................................................................5.00

Sprinkler Systems-Each Head................................................1.00

Each Water/Sewer Yard Line.................................................5.00

Re-inspection Fee....................................................................35.00

New Contractor Registration.................................................50.00

Inspections Required:

1. Soils (Rough-In)
All waste and water piping in place under the slab and filled with a 5' head, but not covered
Covered systems will get an automatic red tag

2. Yard Lines for Water, Sewer and/or Gas
Yard Lines may be inspected any time prior to the final inspection
Plumbers must not cover yard lines until inspected. Covered lines will get an automatic red tag

3. Stack Out (Top Out)
Drain, waste, vent, gas and water piping complete, but not covered
Two-story construction will require a water test
A preliminary gas test if applicable

4. Final Inspection
All fixtures set and operational
Water heater installed and operational
A final gas test (if applicable) required assuring no gas piping was damaged during construction

Not Occupied
**Mechanical Contractor**

All mechanical contractors must register with the City of Belton and must pull their own permits separate from the general contractor's building permit.

The City requires a copy of your current Texas State Air Conditioning and Refrigeration Contractors License to be on file in the Inspections Office at City Hall.

The City of Belton requires an Insurance Certificate showing a minimum of $300,000 in general liability to be on file in the Inspections Office at City Hall.

**Mechanical Permit Fees:**

- Basic Fee: $35.00
- Heating Unit: $20.00
- Air Conditioning Unit: $20.00
- Commercial Vent-a-Hood: $7.00
- Commercial Refrigeration System: $7.00
- Other Commercial Work: $15.00
- Other Residential Work: $15.00
- Re-inspection Fee: $35.00
- New Contractor Registration: $50.00

**Inspections Required:**

1. **Rough-In**
   - All Plenums and ductwork in place (including ducts for bath vents, dryer vents and vent hood vents)
   - All gas appliance vents are to be in place (if applicable)

2. **Final Inspection**
   - All appliances in place and operational
   - Not Occupied
Water / Sewer Tapping Fees

WATER TAPS

5/8"-3/4" meter

Laid in place connected at main ........................................... $400.00
Not laid in place (no street cut) ........................................... 900.00
Not laid in place connected at service line ......................... 600.00
Not laid in place (street cut) ............................................. 1,300.00

Over 5/8"-3/4" up to 1" meter ........................................ Appropriate fee above + $100.00 additional

Over 1" meter ............................................................... Actual cost material + equipment/labor

Technology Fee .................................................................. 10.00

SEWER TAPS

4" sewer tap

Laid in place ........................................................................ $300.00
Not laid in place (no street cut) ........................................... 800.00
Not laid in place (street cut) ............................................. 1,200.00

Sewer taps larger than 4" ............................................... Actual cost ($800.00 minimum) + equipment/labor

IRRIGATION PERMIT FEES

Basic fee ............................................................................. $40.00
Irrigation systems per head ............................................... $1.00
Re-inspection fees ............................................................... $35.00

PUBLIC WORKS PERMIT

Per opening to street ......................................................... $60.00
For any additional driveway .............................................. $25.00
Re-inspection fee ............................................................... $60.00
**Water & Sewer Connections**

**Tapping Fees:**

1. The customer will pay a tapping fee of four hundred dollars ($400.00) for each laid in place 5/8 x 3/4 inch water tap with a 5/8 x 3/4 inch meter.

2. When a water tap is not laid in place and we must make a tap, the tapping fee will be nine hundred dollars ($900.00). If the tap requires the cutting of a street, the tapping fee will be twelve hundred- fifty dollars ($1250.00).

3. The customer will pay a tapping fee of three hundred dollars ($300.00) for each laid in place four (4) inch sewer tap.

4. When a four (4) inch sewer tap is not laid in place and the City must make a tap, the tapping fee will be eight hundred- fifty dollars ($850.00). If the tap requires the cutting of a street, the tapping fee will be twelve hundred dollars ($1200.00).

5. Water taps larger than 1 inch meter will be assessed a fee in an amount equal to the actual cost of equipment, materials and installation labor expended by the City.
   
   *Parts & Material Actual Cost to City*
   
   **Equipment $100 per hour per Piece of Equipment**
   
   **Labor $25.00 per hour per employee**

6. Sewer taps larger than 4 inches will be assessed a fee in an amount equal to the actual cost of equipment, materials and installation labor expended by the City, with an eight hundred ($800) minimum.
   
   *Parts & Material Actual Cost to City*
   
   **Equipment $100 per hour per Piece of Equipment**
   
   **Labor $25.00 per hour per employee**

7. With the approval of the Director of Public Works, an applicant for water taps larger than four (4) inches, or sewer taps larger than six (6) inches, may use a private contractor for the connection.

8. The City defines a laid in place tap as a customer’s service connection to a utility main made at the time the utilities and public facilities were constructed in a subdivision by the developer. They will be clearly located on as-built plans and on the ground.
Exhibit D
Belton Sign Ordinance
ORDINANCE NO. 2008-11

AN ORDINANCE AMENDING SECTION 38 OF THE ZONING ORDINANCE OF THE CITY OF BELTÓN REGARDING SIGN REGULATIONS.

WHEREAS, the City Council recognizes the need for revised sign standards for the City generally, as well as for the Downtown Historic District, to aid in enhancing and improving the aesthetic qualities of Belton; and

WHEREAS, with the comprehensive review of the City’s sign standards underway, the City Council authorized a moratorium for on-premise advertising sign permits on August 28, 2007, and extended the moratorium on February 12, 2008 to expire April 24, 2008; and

WHEREAS, the City’s design consultant, HNTB Corporation, prepared a draft ordinance which was reviewed by the Design Standards Review Committee and the Planning & Zoning Commission which have studied this complicated topic, researched area city standards, and have recommended amendments to these standards; and

WHEREAS, the opportunity for public comments regarding the proposed Sign Ordinance was provided on March 18, 2008 before the Belton Planning & Zoning Commission, and on March 25, 2008 and April 8, 2008 before the Belton City Council, and due notice of said hearings was given as required by ordinance and by law.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Belton, Texas, that Section 38 of the Zoning Ordinance of the City of Belton be amended in its entirety, and the Sign Ordinance which includes Downtown Historic District Design Guidelines attached hereto at Exhibit “A”, is hereby officially adopted.

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, the 8th day of April, 2008, by a vote of ___ ayes and ___ nays.

SIGNED AND APPROVED by the Mayor and attested by the City Clerk on the 8th day of April, 2008.

Jim Covington, Mayor

ATTEST:

Connie Torres, City Clerk
SECTION 38: SIGN REGULATIONS

38.1 PURPOSE AND OBJECTIVES:

The purpose of this Section is to provide clear regulations for the permitting, design, location, construction, modification, use, maintenance, and removal of signs in the City of Belton and its extraterritorial jurisdiction. The objectives are: to improve the effective use of signs as a means of communication in the City to maintain and enhance the community's overall aesthetic environment and the City's ability to attract sources of economic development and growth; to improve pedestrian and traffic safety; to minimize the adverse effect of signs on nearby public and private property and public safety; and to insure the fair and consistent enforcement of these sign regulations.

38.2 ADMINISTRATION:

The provisions of this ordinance shall be administered and enforced by either one or more of the following: the Development Services Director, Code Enforcement Official, and Building Official of the City of Belton.

38.3 PERMIT PROCEDURES AND FEES:

A. Requirements:

No sign shall be erected, constructed, relocated, altered, repaired, or maintained except as provided in this ordinance until a permit for such has been issued. All sign construction shall conform to the applicable adopted International Building Code (IBC), as adopted.

B. Application for Permits:

All applications for permits shall include a drawing to scale of the proposed sign and all existing signs maintained on the premises as visible from the right-of-way, a drawing of the site plan or building façade indicating the proposed location of the sign, and sign specifications. Applications shall be made to the Development Services Director on forms provided by the City.

C. Fee Required:

Fees for a permit to erect, alter, replace, repair or relocate a sign shall be as provided in the Belton Fee Ordinance.

D. Repair, Building Permit Required:

It shall be unlawful for any person to repair or make alterations to any sign without first obtaining a building permit.

E. Late Fee:

When a sign is erected, placed, altered, or maintained, or work started thereon before
obtaining a sign permit, there shall be a late fee equal to twice the amount of the sign permit fee. The late fee does not excuse full compliance with the provisions of this ordinance.

F. **Electrical Permit:**

Prior to issuance of a sign permit for a sign in which electrical wiring and connections are to be used, an electrical permit must be obtained. The electrical inspector shall examine the plans and specifications submitted with the application to insure compliance with the International Building Code. No sign shall be erected in violation of the Electrical Code.

38.4 **SPECIAL DEFINITIONS:**

For the purpose of this ordinance, the following words and phrases shall have the meaning respectively ascribed to them by this section:

1. **Banner.** A piece of fabric or similar material that is attached to a pole, enclosed in a frame, mounted or feathered as a temporary sign device.

2. **Billboard.** A non-premise sign (also called off-premise sign) as regulated under Section 38.24, Billboards and Other Off-Premise Signs.

3. **Building.** Any structure intended for shelter, occupancy, housing, or enclosure for persons, animals, or chattel. When separated by dividing walls without openings, each portion of such structure so separated shall be deemed a separate building.

4. **Changeable Copy Message Center.** A sign upon which copy is changed, either automatically or manually, or remotely. Examples include time, temperature, and date signs, and reader boards with changeable letters or changeable pictorial panels.

5. **Civic Use.** Any site for public or semi-public facilities, including governmental offices, police and fire facilities, hospitals, convention centers, and public and private schools. Also includes major religious facilities and other religious activities/events.

6. **Clad/Cladding.** A covering used to obscure support structures and are incorporated into an overall design of a sign.

7. **Elevation.** A mechanically accurate, “head on” drawing of a face of a building or object, without any allowance for the effect of the laws of perspective. Any measurement on an elevation will be in a fixed proportion, or scale, to the corresponding measurement on the real building.

8. **Façade.** Any separate face of a building, including parapet walls and omitted wall lines, or any part of a building which encloses or covers usable space. Where separate faces are oriented in the same direction, or in the directions within forty-five (45) degrees of one another, they are to be considered as part of a single façade.
9. **Frame.** A window component.

10. **Head.** The top horizontal member over a door or window opening.

11. **Luminance.** The brightness of a sign or a portion thereof expressed in terms of foot-candles. For the purposes of this chapter, luminance shall be determined by the use of an exposure meter calibrated to standards established by the National Bureau of Standards.

12. **Masonry.** Construction materials such as stone, brick, or tile. Concrete Masonry Unit (CMU) and stucco are not defined as masonry products.

13. **Mass.** The physical size and bulk of a structure.

14. **Master Signage Plan.** An administrative permit issued by Building Official which establishes standards (size, design, location, etc.) for all exterior signs associated with a multi-tenant/multi-building development.

15. **Material.** As related to the determination of "integrity" of a property, material refers to the physical elements that were combined or deposited in a particular pattern or configuration to form a historic property.

16. **Off-Premise Sign.** See Billboard.

17. **Panel.** A sunken or raised portion of a door with a frame-like border.

18. **Pole.** A piece of wood, metal, etc., usually long and square or cylindrical, set upright to support a building, sign, gate, etc. which is used in the construction and support of allowable signage when cladding is incorporated.; pillar; post.

19. **Premises.** A lot or unplatted tract, or a combination of contiguous lots or unplatted tracts if the lot or tract, or combination, is under single ownership and is reflected in the plat records of the County.

20. **Projecting Sign.** Any sign attached to and placed perpendicular to or at an angle to a building façade.

21. **Property.** Area of land containing a single lot or a group of lots.

22. **Public Use.** See Civic Use.

23. **Seasonal Banner.** Any sign generally designed for temporary, long-term or seasonal use mounted to a light standard.
24. Sign, Attached. Any sign attached to, applied on, or supported by any part of a building (such as a wall or roof) which encloses or covers usable space. (Also called wall sign)

25. Sign, Detached. Any sign connected to the ground which is not an attached sign, inclusive of signs on movable objects, except signs on vehicles which are moving or are parked only temporarily, incidental to their principal use for transportation. (Also termed pole signs or freestanding signs)

26. Sign, Device. Any flag, hot air balloon, banner, pennant, streamer, or similar device that moves freely in the wind. All wind devices are considered to be signs, and are regulated and classified as attached or detached, by the same rules as other signs. (Also termed wind device)

27. Sign, Non-or Off-Premises. Any sign which is not a premise sign, including billboards.

28. Sign, Political. Any type of non-premise sign which refers only to the issues or candidates involved in a political election.

29. Sign, Premise. Any sign, the content of which relates to the premises on which it is located, referring exclusively to the name, location, products, persons, accommodations, services, or activities of or on those premises, or the sale, lease, or construction of those premises. (Also called an on-premise sign)

30. Sign, Projected. Any sign which extends out or beyond the face of the building more than eighteen (18) inches.

31. Sign, Special Purpose. A sign temporarily supplementing the permanent signs on the premises. Signs indicating a business opening, For Lease, or For Rent are special purpose signs.

32. Sign, Vehicular. Any sign on any vehicle parked temporarily, incidental to its principal use for transportation. This definition shall not include signs that are being transported to a site of permanent erection or identification, company name or logo painted or permanently affixed to the vehicle, or signs on vehicles transporting goods or providing services.

33. Sign. Any structure, display, device, flag, light, figure, letter, word, message, symbol, plaque, or poster visible from outside the premises as announcement or business identification on which it is located and designed to inform or attract the attention of persons not on that premise, including searchlights.

34. Special Event Banner. Same as Seasonal Banner.
35. **Temporary Sign.** A sign displayed for a limited period of time which is placed to advertise or announce a specific event, or which is not considered permanent business identification or a window sign that does not exceed the maximum sign allowance for a particular use. Temporary signs may be displayed for a period of a maximum of sixty (60) days per calendar year, not to exceed ninety (90) consecutive days.

36. **Thematic Banner.** Same as Seasonal Banner.

37. **Visibility Triangle.** A triangular shaped area established at street intersections or street and driveway intersections in which nothing is erected, or allowed to grow in such a manner as to limit or obstruct the sight distance of motorists entering or leaving the intersection. (See illustration, Section 38.13, G )

38. **Wall Sign.** Any sign attached to, applied on, or supported by, any part of a building (such as a wall or roof) which encloses or covers usable space. (Also called attached sign)

39. **Window Sign.** Any sign painted, applied to, hung inside or intended to be viewed through window glass.

### 38.5 APPLICABILITY AND EFFECT:

A. A sign may be erected, placed, established, painted, created or maintained in the jurisdiction only in conformance with the standards, procedures, exemptions and other requirements of this Code. These regulations apply to both signs with commercial and non-commercial messages.

B. The effect of this Section is to prohibit all signs not expressly permitted by this Section, except as approved through the appeals process established by this Code.

### 38.6 JURISDICTION:

In accordance with the Texas Local Government Code, these regulations as well as the stipulations and regulations outlined within §216., of such Code - Regulation of Signs by Municipalities, apply to all areas within the corporate limits of the City of Belton and those areas within the extraterritorial jurisdiction.

### 38.7 MASTER SIGN PLAN:

Pursuant to the procedures and provisions outlined herein, a Master Sign Plan shall be required for all multiple-tenant buildings, planned unit developments, and all multi-building or multi-occupant commercial developments before any signs for such development may be erected on the property. All owners, tenants, subtenants and purchasers of individual units within the development shall comply with the approved Master Sign Plan. In addition to other general administrative review criteria in this ordinance, the Planning and Zoning Official of the City of Belton must determine the
following in order to grant final approval for the Master Sign Plan:

A. The plan provides that signs of a similar type and function within the development will have a consistent building material.

B. The plan provides for signs that meet the size limitations, location requirements, and other applicable requirements of this ordinance.

C. A Master Sign Plan shall expire twelve (12) months after the date that the Master Sign Plan was approved unless:

1. A complete Building Permit application has been submitted or, if no Building Permit is required, a Certificate of Occupancy has been issued.

2. In case of projects where more than one building or phase is to be built, the applicant may submit a series of Building Permit applications. The first application must be submitted within twelve (12) months from the date Site Plan approval is granted. Each subsequent application must be submitted within twelve (12) months from the date of issuance of a Certificate of Occupancy by the Building Official for the previous phase of the development.

38.8 NONCONFORMING AND UNLAWFUL SIGNS:

A nonconforming sign may continue except as otherwise provided in or authorized by this Section. A nonconforming sign is a sign that was lawfully established prior to the effective date or applicability of these regulations or subsequent amendments, but does not comply with current sign regulations, while an unlawful sign is a sign that was established after the effective date or applicability of these regulations or subsequent amendments and does not comply with current sign regulations. In order to achieve the purposes of the sign regulations, there is established herein a policy for the removal or abatement of nonconforming signs over time.

A. A permanent advertising sign not in conformance with these regulations, which was lawfully permitted and erected prior to the enactment of said regulations, shall be considered a nonconforming sign. A sign, which has been deemed nonconforming, shall be exempted from the provisions of this ordinance, unless damaged by natural causes or otherwise destroyed or taken down, or removed for any purpose other than maintenance operation that is allowed. It may not be re-erected, reconstructed, or rebuilt, except in full compliance and conformance with this ordinance. Any nonconforming sign which is damaged or is deteriorated to a point where its restoration cost exceeds sixty percent (60) of its replacement value shall be removed, unless otherwise authorized to remain.

B. An unlawful sign is not a nonconforming sign and must be removed within thirty (30) days of official notice from the City. Any sign erected or maintained which is not in conformance with this chapter or prior ordinances of the City, is hereby declared to be a public nuisance, and shall be removed or brought into compliance within the thirty (30) day period indicated. If the Building Official finds that any sign or other advertising structure installed since the adoption of this ordinance is prohibited by the provisions of this ordinance, the Building Official shall give written notice to the permittee or the owner of the property upon which
the structure is located. If the permittee or owner fails to remove or alter the structure so as to comply with the standards set forth in this ordinance within thirty (30) days after such notice, the Building Official may undertake such removal or alteration as is necessary to bring the structure into compliance and assess the costs to the permittee or owner. The Planning and Zoning Official may cause any sign or other advertising structure which presents an immediate peril to persons or property to be removed or altered immediately and without notice, and without compensation to the sign owner.

38.9 VARIANCES:

Within thirty (30) days after denial of a sign permit by the Building Official, a request for a variance may be filed with the Planning and Zoning Official to appear before the Zoning Board of Adjustment. The Zoning Board of Adjustment may grant a variance if it finds that the unusual shape or topography of the property in question or some other significant location factor prevents signage allowable under the provisions of this ordinance from adequately identifying the business or other activity located on such property. (TLGC 211.008-211.011)

38.10 ABANDONED SIGNS:

All nonconforming and abandoned signs that cease to advertise that business, person or activity for more than ninety (90) days of official notice from the City shall be eliminated or made to conform to current sign regulations. This may occur by means of forced removal or property liens as determined by the City of Belton.

38.11 SUMMARY OF PERMITTED SIGNS:

The following table establishes permitted signs within the corporate limits of the City of Belton and those areas within the extraterritorial jurisdiction based on underlying Zoning District regulations as referenced and in relation to adjacent roadway classifications. All sign types not listed are prohibited.

<table>
<thead>
<tr>
<th>Table 1. Summary of Permitted Signs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sign Type</td>
</tr>
<tr>
<td>------------------------------------</td>
</tr>
<tr>
<td>A = allowed without permit</td>
</tr>
<tr>
<td>P = sign permit required</td>
</tr>
<tr>
<td>C = Certificate of Design Compliance, sign permit required</td>
</tr>
<tr>
<td>A/C = allowed without permit subject to special conditions</td>
</tr>
<tr>
<td>SUP = Special Use Permit required</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Public and Non-Civic Uses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Banner</td>
</tr>
<tr>
<td>Manual Changeable Copy</td>
</tr>
<tr>
<td>Sign Type</td>
</tr>
<tr>
<td>----------------------------------</td>
</tr>
<tr>
<td>Electronic Changeable Copy</td>
</tr>
<tr>
<td>External Illumination</td>
</tr>
<tr>
<td>Flag/Flag Pole</td>
</tr>
<tr>
<td>Incidental</td>
</tr>
<tr>
<td>Internal Illumination</td>
</tr>
<tr>
<td>Residential</td>
</tr>
<tr>
<td>Subdivision Entry Features</td>
</tr>
<tr>
<td>Temporary</td>
</tr>
</tbody>
</table>

**Public and Civic Uses**

| Banner                           | --                               | P                              | P                         | P           | C                                    | P                             | P          | P           |
| Manual Changeable Copy           | P                                | P                              | P                         | P           | P                                    | C                             | P          | P           |
| Electronic Changeable Copy       | --                               | --                             | --                        | SUP         | --                                   | SUP                           | --         | SUP         |
| External Illumination            | P                                | P                              | P                         | P           | P                                    | C                             | P          | P           |
| Flag/Flag Pole                   | A                                | A                              | A                         | A           | A                                    | A                             | A          | A           |
| Incidental                       | A                                | A                              | A                         | A           | A                                    | A                             | A          | A           |
| Internal Illumination            | --                               | P                              | P                         | P           | P                                    | C                             | A          | P           |
| Temporary                        | P                                | P                              | P                         | P           | C                                    | P                             | P          | P           |

38.12 **SIGNS EXEMPT FROM REGULATIONS:**

A. The following signs shall be exempt from regulation under this Code:

1. Any Public Notice, or warning required by a valid and applicable federal, state, or local law, regulation, or ordinance;

2. Any sign inside a building, not attached to a window or door, that is not legible from a distance of more than three (3) feet beyond the lot line of the lot or parcel on which such sign is located;
3. Holiday lights and decorations with no commercial message, but only between October 16 and January 15;

4. Decorative landscape lighting only;

5. Traffic control signs on private property, such as Stop, Yield, and similar signs, the face of which meet Department of Transportation standards and which contain no commercial message of any sort;

6. Address and postbox numbers conforming to incidental sign regulations;

7. Government signs erected by the city, county, state, or federal government in furtherance of their governmental responsibility;

8. Legal notices;

9. Memorial signs or tablets and building markers displayed on public or private buildings and tablets or headstones in cemeteries; and

10. Signs prepared by or for the local, state or federal government marking sites or buildings of historical significance.

38.13 PROVISIONALLY EXEMPT SIGNS

The signs listed below may be erected without a sign permit provided that standards of this Section shall be met.

A. A-Frame Signs

A-frame signs no taller than four (4) feet nor wider than three (3) feet with a maximum area per side of twelve (12) square feet along sidewalks abutting the advertised businesses in The Downtown Belton Historical District and in retail centers having at least twenty thousand (20,000) square feet of gross leasable area when the property manager has approved the sign in writing. A-frame signs will be allowed during normal business hours. The owner of a business shall be responsible for maintaining a copy of said written approval on the premises of the advertised building. Similar designs intended for incidental advertising and notification will be allowed for individual or stand alone business locations, and only within ten feet (10') of primary entrance or primary service drives.
B. Construction Site

These signs shall not exceed a total of one hundred (100) square feet. Such signs shall be removed within one (1) week following completion of the work. “Construction site” sign is defined as a temporary sign that states the name of the developer and contractor(s) working on the site and any related engineering, architectural, or financial firms involved with the project, and is not intended as or to serve as advertising or identification of a project beyond the construction phase.

C. Directional

The sign shall not exceed four (4) feet in height and six (6) square feet in sign face area. The sign may be used to direct vehicles or pedestrians. These signs are not to be used for the purposes of advertisement.

D. Special Sale Signs

1. “For Sale” signs placed on vehicles, provided that the area of the sign does not exceed two (2) square feet.

2. “Garage Sale” signs not larger than four (4) square feet and are allowed on the site of the garage sale only.

E. “No Trespassing” or “Posted”

These signs shall be allowed subject to the following standards:

1. They shall not exceed one (1) square foot in area.

2. They shall be located on private property.

3. There shall be not more than one (1) per one hundred (100) feet of property line.

F. Parking and Traffic

These signs shall conform to the Manual of Uniform Traffic Control Devices, as published by the U.S. Department of Transportation, Federal Highway Administration. Signs shall not exceed four (4) square feet in area and may be placed on private property to direct and guide traffic and parking on same private property. Such signs shall not include advertising visible from any location outside of the property on which the sign appears.
G. Political

Temporary signs advertising political parties or candidates for election or signs that otherwise provide for freedom of expression unrelated to any commercial endeavor may be erected or displayed and maintained on private property sixty (60) days prior to election and removed three (3) days after general, primary, run off, or special election provided that:

1. The placement of signs shall have the consent of the property owner.
2. No such signs shall be placed on or within public rights-of-way, on public property or within visibility triangles.

H. Real Estate

One (1) on-premises real estate sign, indicating that a property or any portion thereof is available for inspection, sale, lease, or rent by a Real Broker or property owner sign is permitted in compliance with the following standards:

1. Sign is non-illuminated.
2. Sign is removed within fifteen (15) days after property closing or lease signing.
3. Signs in a residential area do not exceed three (3) square feet in area by five (5) feet in height with a two (2) foot separation for each parcel, property, or structure.
4. Signs in a commercial area do not exceed thirty-two (32) square feet.
5. One (1) additional sign in conformance with other provisions of this Section may be allowed on a site abutting more than one (1) roadway.
6. Real estate signs shall comply with the setback and height standards for the zoning district in which they are located.
7. No such signs shall be placed on or within public rights-of-way, on public property or within visibility triangles.

I. Service Entrance

An incidental sign for building identification, provided the sign area does not exceed four (4) square feet, and is non-illuminated.

J. Signs along Streets, Public Ways, or Railroads

No sign or flag allowable under this section may be placed on or over the area located within ten (10) feet of the back of the street curb for city or county rights-of-way or the actual right-of-way, whichever is greater, or within twenty-five (25) feet for state rights-of-way.
or the actual right-of-way, whichever is greater, or if no curb exists, the impervious surface of the street, or if unpaved, the area located within ten (10) feet of the portion of the city ordinarily used for vehicular travel, the median of a street, across the public right-of-way line extended across a railroad right-of-way, or in the restricted areas at street intersections designated by the City of Belton Code, with the following exceptions:

1. Permanent signs, including: Public signs erected by or on behalf of a governmental body to post legal notices, identify public property, convey public information, and direct or regulate pedestrian or vehicular traffic;

2. Bus stop signs erected by a public transit company. No advertising is permitted at bus stops except for a single sign no larger than two (2) square feet that advertises the bus stop;

3. Informational signs of public utility regarding its poles, lines, pipes, or facilities;

4. Canopy, projecting, and suspended signs projecting over a public right-of-way in conformity with the conditions of this Code;

5. Emergency warning signs erected by a governmental agency, a public utility company, or a contractor doing authorized or permitted work within the public right-of-way;

6. Special event signs in State rights-of-way, subject to approval of a permit issued by the Texas Department of Transportation;

7. Temporary signs approved and erected as part of a special event that has been approved in accordance with the City of Belton Code are allowed.
   a. Such signs may be erected no earlier than seventy-two (72) hours before the first day of the special event, and must be removed within 24 hours following the last day of the special event.
   b. Special event signs may not exceed four (4) square feet in size and may not be placed in a manner that inhibits or interferes with vision or otherwise affects public safety.

K. Window Signs/Advertising Posters

A sign posted, painted, placed, or affixed in or on a window exposed to public view not exceeding thirty (30) percent of an individual window area are provisionally exempt. An excess of the thirty (30) percent will cause the entire area to be calculated as an element of total allowable site signage. (See section 37.18.A.2 for calculation methodology)

L. Home Occupation Signs

One non-illuminated identification sign that is physically attached to the exterior wall of the dwelling, with a sign area no bigger than two (2) square feet.
M. Other Incidental Signs

Any other incidental signs secondary in purpose to the use of the lot on which it is located and not exceeding four (4) square feet in area in addition to those in Section 38.16. These signs are not to be used for the purposes of advertisement.

N. Certain light pole mounted banners pursuant to Section 38.22

O. Subdivision Entry Signs

Subdivision entry signs are allowed at the primary entrance into a subdivision, subject to the following standards:

1. Subdivision entry signs are allowed at one (1) primary entrance unless the subdivision has entrances on two (2) different major arterials, in such case an entrance sign may be placed on each of the major arterial roadways;

2. Subdivision entry signs must be Monument Signs, subject to the definition of this Code, and may contain a maximum of forty (40) square feet per sign face with a maximum height of six (6) feet;

3. Subdivision entry signs must be constructed of stone, brick and masonry material(s) other than CMU and stucco and must be compatible with surrounding development.

4. Subdivision entry signs must be setback a minimum of five (5) feet from the property line outside of the required sight triangle [defined as a sight visibility triangle defined by measuring twenty-five (25) feet to a point along the property lines and joining said points to form the hypotenuse of the triangle] and located outside of any public utility easement.

5. Subdivision entry signs must provide a landscaped area equal to twice the area of the sign face.
   a. Irrigation must be provided consistent with the standards of Section 37.2.
   b. The owners and subsequent owners of the landscaped property shall be responsible for the maintenance of the landscaped area.
   c. Must be submitted as part of Master Sign Plan and Construction Plans.
   d. All landscape materials shall be maintained so to insure an attractive appearance and a healthy and vigorous growth environment.
38.14 SIGNS PROHIBITED UNDER THIS CODE:

All signs not expressly permitted under this Code or exempt from regulation hereunder in accordance with the previous Section are prohibited within the corporate limits of the City of Belton and those areas within the extraterritorial jurisdiction. Such signs include, but are not limited to:

A. Beacons;

B. Portable Signs;

C. Roof signs above the lesser of the height of the structure or allowable freestanding sign height within the District in which it is located;

D. Strings of lights not permanently mounted to a rigid background, except those exempt under the previous Section;

E. Inflatable signs and tethered balloons greater than eighteen (18) inches in diameter;

F. Flashing, fluttering, undulating, swinging, rotating, or otherwise moving signs;

G. Signs, temporary or otherwise, affixed to a tree or utility pole;

H. Signs violating the “visibility triangle” provisions;

I. Off-premise advertising signs, except as expressly permitted in this Code;

J. Streamers;

K. Electronic Message Centers in fixed or traveling mode; except as provided for under allowable exceptions in Section 38.11, Table 1; and including LED and similar billboards.

L. Unshielded Neon; and

M. Un-cladded pole or support structure.

N. Signs displaying inappropriate, crude, or offensive content or display.

38.15 SIGN LIGHTING STANDARDS:

A. No illuminated sign which has a sign area of one hundred fifty (150) square feet or less shall have luminance greater than three hundred (300) foot candles, nor shall it have luminance
greater than three hundred (300) foot candles for any portion of the sign within a circle two (2) feet in diameter.

B. No illuminated sign which has a sign area greater than one hundred fifty (150) square feet shall have a luminance greater than two hundred (200) foot candles for any portion of the sign within a circle of two (2) feet in diameter.

C. No unshielded light source may be visible from the edge of the public right-of-way at a height of three (3) feet.

D. All required electrical connections and components shall be mounted so to not be visible from the public right-of-way.

### 38.16 SIGN DESIGN AND AREA REGULATIONS

#### Table 2. Sign Dimensional Standards by District

<table>
<thead>
<tr>
<th>Zoning District</th>
<th>Classification</th>
<th>Maximum Area Per Sign (Square Footage)</th>
<th>Maximum Height (Feet)</th>
<th>Minimum Setback (Feet)</th>
<th>Maximum Number Per Lot</th>
<th>Conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>RE, SF-1, SF-2, &amp; SF-3 (Non-Public and Non-Civic Uses)</td>
<td>Freestanding Monument Sign</td>
<td>2</td>
<td>5</td>
<td>2</td>
<td>1</td>
<td>38.18 A</td>
</tr>
<tr>
<td></td>
<td>Flag/Flag Pole</td>
<td>40</td>
<td>25</td>
<td>5</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td></td>
<td>Wall</td>
<td>.5 per linear foot of primary façade</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>38.18 C</td>
</tr>
<tr>
<td>RE, SF-1, SF-2, &amp; SF-3 (Public and Civic Uses and CN District)</td>
<td>Freestanding Monument Sign or Low Profile Pole Sign</td>
<td>32</td>
<td>5</td>
<td>10</td>
<td>1</td>
<td>38.18 A</td>
</tr>
<tr>
<td></td>
<td>Flag/Flag Pole</td>
<td>40</td>
<td>25</td>
<td>5</td>
<td>--</td>
<td>38.18 E</td>
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<td></td>
<td>Wall</td>
<td>.5 per linear foot of primary façade</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>38.18 C</td>
</tr>
<tr>
<td>A, 2F, PH, MH, &amp; MF (All Uses)</td>
<td>Freestanding Monument Sign or Low Profile Pole Sign</td>
<td>32</td>
<td>8</td>
<td>5</td>
<td>5</td>
<td>1 per 500’ of frontage or fraction thereof</td>
</tr>
<tr>
<td></td>
<td>Flag/Flag Pole</td>
<td>40</td>
<td>25</td>
<td>5</td>
<td>--</td>
<td>38.18 E</td>
</tr>
<tr>
<td></td>
<td>Wall</td>
<td>1 per linear foot of primary façade</td>
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<td>--</td>
<td>38.18 C</td>
</tr>
<tr>
<td>O-1, O-2, &amp; RD Districts (All Uses)</td>
<td>Freestanding Monument Sign or Low Profile Pole Sign</td>
<td>32</td>
<td>8</td>
<td>5</td>
<td>5</td>
<td>1 per 500’ of frontage or fraction thereof</td>
</tr>
<tr>
<td></td>
<td>Flag/Flag Pole</td>
<td>40</td>
<td>25</td>
<td>5</td>
<td>--</td>
<td>38.18 E</td>
</tr>
<tr>
<td>Zoning District</td>
<td>Classification</td>
<td>Maximum Area Per Sign (Square Footage)</td>
<td>Maximum Height (Feet)</td>
<td>Minimum Setback (Feet)</td>
<td>Maximum Number Per Lot</td>
<td>Conditions</td>
</tr>
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</tr>
<tr>
<td>O-1, O-2, &amp; RD Districts (All Uses)</td>
<td>Wall</td>
<td>1 per linear foot of primary façade</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>38.18 C</td>
</tr>
<tr>
<td>C-1, C-2, LI, IP, HI, &amp; PD (All Uses)</td>
<td>Freestanding Monument Sign or</td>
<td>1 per linear foot of primary façade no to exceed a maximum of 48 square feet per sign face</td>
<td>6</td>
<td>5 (10 in IP, LI, and HI Districts)</td>
<td>1 per 500' of frontage or fraction thereof</td>
<td>38.18 A 38.18 F</td>
</tr>
<tr>
<td></td>
<td>Low Profile Pole Sign</td>
<td>20</td>
<td>8</td>
<td>5 (10 in IP, LI, and HI Districts)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cladded Pole Signs on Properties with IH 35 or US 190 Frontage, 2 pole minimum</td>
<td>225</td>
<td>20</td>
<td>5</td>
<td></td>
<td>38.18 D 38.18 F</td>
</tr>
<tr>
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<td>Flag/Flag Pole</td>
<td>40</td>
<td>20</td>
<td>5</td>
<td>--</td>
<td>38.18 E</td>
</tr>
<tr>
<td></td>
<td>Wall</td>
<td>1 per linear foot of primary façade</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>38.18 C 38.18 F</td>
</tr>
<tr>
<td>R, NS, &amp; CBD</td>
<td>Freestanding Monument Sign</td>
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<td>5</td>
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<td>--</td>
<td>--</td>
<td>38.18 C 38.18 F</td>
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<tr>
<td>HIP Overlay, UC, &amp; CR Overlay Districts</td>
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<td>60</td>
<td>8</td>
<td>5</td>
<td>1 per 200' of frontage or fraction thereof</td>
<td>38.18 A</td>
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<tr>
<td></td>
<td>High Profile Monument Sign</td>
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<td>5</td>
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<td></td>
<td></td>
<td></td>
<td>38.18 C</td>
</tr>
</tbody>
</table>

For Detailed Information Related to Signs in this District, See the Design Guidelines for Signs

Monument signs shall be no greater than 5 feet in height and pole signs will not be permitted.
38.17 PRINCIPLES OF SIGN AREA COMPUTATION

The following principles shall control the computation of sign area and sign height.

A. Computation of Area of Individual Signs:

1. The area of a sign shall be computed as the entire advertising area of the sign, including any framing or trim, contained within the respective sign cabinet. For the purposes of this computation the sign cabinet shall be defined as the structure or border used to differentiate a sign face from the structure against which a sign face is placed.

2. Where a sign consists of individual letters, words or symbols attached to a surface, building, canopy, awning, window, or wall and all such elements are located in the same plane, the sign area shall be the area of the smallest rectangle which completely encompasses all such letters, words or symbols and any accompanying background of a color different than the natural color of the wall. Where such sign includes multiple words, each word located in the same plane shall be computed separately.

3. The permitted area for all monument signs, pursuant to Table 2 of Section 38.16 shall be inclusive of the sign base and sign structure. In no case shall the overall sign structure, including the base, exceed the maximum allowed height nor the maximum allowed sign area. In no case shall the sign face of a monument sign exceed fifty (50) percent of the overall sign structure.

B. Computation of Area of Multi-faced Signs

The sign area for a sign with more than one (1) face shall be computed by adding together the area of all sign faces visible from any one (1) point. When two (2) identical sign faces are placed back to back, so that both faces cannot be viewed from any point at the same time, and when such sign faces are substantially similar, and when such sign faces are part of the same sign structure, the sign area shall be computed by the measurement of one (1) of the faces.

C. Computation of Height

The height of a sign shall be computed as the mean distance from the base(s) of the sign at normal grade to the top of the highest attached component of the sign. Normal grade shall be construed to be the lower of (1) existing grade prior to construction or (2) the newly established grade after construction, exclusive of any filling, berming, mounding, or excavating solely for the purpose of locating the sign.

D. Computation of Maximum Total Permitted Sign Area

The permitted sum of the area of all individual signs shall be computed by applying the Zoning District formulae contained in Section 38.16, Maximum Area Per Sign, to the lot
frontage, building frontage, or wall area, as appropriate. Lots fronting on two (2) or more streets are allowed to calculate the longest street frontage into the allowable allocation to be identified by the Master Signage Plan.

E. **Computation of Maximum Number of Signs**

Pursuant to Table 2 of Section 38.16 each lot is allocated the maximum number of signs allowed per District. Where indicated, additional signs beyond the identified allowance shall be determined by the lineal frontage of the lot.

**38.18 DESIGN REQUIREMENTS:**

A. **Monument Signs and Low-Profile Signs**

Monument signs or low-profile signs are the only permanent freestanding sign allowed, except on properties with I-35 or US 190 frontage, where cladded signs are also permitted.

1. **Monument Signs**
   a. Monument signs shall have only two (2) sign faces.
   b. The structure of monument signs shall be constructed of materials and colors compatible with those utilized on the primary building’s façade.
   c. Monument signs located on the same property must be spaced a minimum of eighty (80) feet apart from other freestanding signs for which a permit is required.
   d. A shared monument sign is encouraged. Such a monument sign must be located on one (1) of the properties included in the sign text.

2. **Low-Profile Signs**
   a. All low-profile signs must have two (2) poles.
   b. Low-profile signs are permitted on any property as an alternative to permitted monument signs.
c. Low-profile signs may have only two (2) sign faces.

d. Low-profile signs located on the same property must be spaced a minimum of eighty (80) feet apart from other freestanding signs for which a permit is required.

e. A shared low-profile sign is encouraged. Such a sign must be located on one (1) of the properties included in the sign text.

f. In the C-1, C-2, C-3 and IN Districts:

i. The use of low profile signs requires the installation of a landscaped area equal to twice the area of one (1) face of the pole sign. The required landscaping shall be located at the base of the pole sign. The owner and subsequent owners of the landscaped property shall be responsible for the maintenance of the landscaped area.

ii. For properties in excess of five hundred (500) feet of frontage, additional sign square footage is allowed as determined in Table 2. The cumulative square footage of allowed signs may be distributed between the maximum number of allowed signs with no one (1) sign exceeding ninety (90) square feet in size.

3. Residential Districts

In the SF-1, SF-2, SF-3, and RE Districts, externally illuminated free standing signs shall only be located adjacent to arterial roadways.

B. Landmark Signs

To be recognized and designated as landmark signs, an individual sign (one (1) per property) must be approved by the procedures adopted by the City of Belton. To be considered for designation, these signs shall exhibit such a unique character, design, or historical significance to be recognized as such to the community.

C. Wall Signs

1. The calculation of wall signage shall be based upon a building’s primary entrance and building façade as defined in Section 38.4.
2. Wall signs may be placed on any portion of the building wall, but may not exceed the height of the wall.

3. Wall signs may be placed on any face of the building, except those directly adjacent to, and within one hundred (100) feet of a residential property line within a Residential Zoning District. If the residential zoned property is developed as a Non-Residential use then this restriction shall not apply.

4. Posters, signs or announcements located in window areas not exceeding thirty (30) percent of an individual window area shall not be calculated as an element of total allowable site signage. Any sign area in excess of the thirty (30) percent will cause the entire area of the poster, sign or announcements to be calculated as an element of total allowable wall signage.

5. In the SF-1, SF-2, SF-3, and RE Districts, externally illuminated wall signs shall only be located on properties fronting on arterial roadways.

D. High Profile Monument Signs on Properties with I-35 or US 190 Frontage

High profile monument signs are permitted on properties with I-35 or US 190 frontage, and which have commercial or industrial zoning, provided they meet the following requirements:

1. Height limit shall be twenty (20) feet. For signs on properties with I-35 or US 190 frontage, additional height may be allowed.

   a. This additional allowance will be determined by measuring the difference between the elevation of the property at the proposed location of the sign and the elevation of the main lanes of I-35 or US 190.

   b. Determination of the elevational difference shall be measured by projecting a perpendicular line from the center line of the proposed location of the sign to the center line of the main lanes of I-35 or US 190 nearest the sign.

   c. The additional height allowance will only apply for properties and sign locations that are determined to be lower in elevation than the main lanes of I-35 or US 190, as measured by (b) above.
2. Maximum area shall be two hundred twenty-five (225) square feet per face.

3. High profile monument signs shall have only two (2) sign faces.

4. Properties with I-35 or US 190 frontage may have only one high profile monument sign for each six hundred (600) feet of frontage. High profile monument signs shall be spaced a minimum of six hundred (600) feet apart. If a property or commercial or industrial subdivision has less than six hundred (600) feet of frontage on I-35 or US 190 a high profile monument sign shall not be permitted.

5. All signs shall maintain a minimum clearance from electric power lines of fifteen (15) feet horizontally and fifteen (15) feet vertically or as otherwise may be required by the utility provider. Any relocation of power lines to provide this clearance will be at the expense of the sign owner. Such signs are allowed in addition to permitted signage on the tract.

6. Alternative construction methods, including pole signs, may be considered by the Building Official as long as the sign construction is compatible with the architectural design of the primary building or master architectural design of the commercial or industrial subdivision.

E. Pole Signs on Properties with I-35 or US 190 Frontage

Pole signs are permitted on properties with I-35 or US 190 frontage, and which have commercial or industrial zoning provided they meet the following requirements:

1. Pole signs must have two (2) poles.

2. Height limit shall be twenty (20) feet. For signs on properties with I-35 or US 190 frontage, additional height may be allowed:

   a. This additional allowance will be determined by measuring the difference between the elevation of the property at the proposed location of the sign and the center line of the outside main travel lane of the I-35 or US 190 roadway.

   b. Determination of the elevational difference shall be measured by projecting a perpendicular line from the center line of the proposed location of the sign to the main I-35 roadway section nearest the sign.
c. The allowance will only apply for properties and sign locations that are determined to be lower in elevation than the I-35 or US 190, as measured above.

3. Maximum area shall be two hundred twenty-five (225) square feet per face.

4. Pole sign shall have only two (2) sign faces.

5. Properties with I-35 or US 190 frontage may have only one (1) pole sign for each six hundred (600) feet of frontage shall be permitted. Poles signs shall be spaced a minimum of one hundred (100) feet apart.

6. All signs shall maintain a minimum clearance from electric power lines of fifteen (15) feet horizontally and fifteen (15) feet vertically or as otherwise may be required by the utility provider. Any relocation of power lines to provide this clearance will be at the expense of the sign owner. Such signs are allowed in addition to permitted signage on the tract.

F. Governmental Flags

Flags of the United States, the state, the city, foreign nations having diplomatic relations with the United States, and any other flag adopted or sanctioned by an elected legislative body of competent jurisdiction are permitted in all zoning districts provided that they meet the following requirements.

1. United States flags shall be flown in accordance with the protocol established by the Congress of the United States for the Stars and Stripes, Title 4, Chapter 1 – The Flag.

2. Governmental flags shall not exceed the Maximum Height and Size as provided for in Table 2 of Section 38.16 Sign Design and Area Regulations. The overall measurement of the flag pole shall not exceed twenty-five (25) feet in height as measured from the base of the pole to the top regardless of where the governmental flag pole is located.

3. When a flagpole is located on the top of a roof, the placement and attachment of the pole shall meet the building code for wind and structural loading requirements.

The plan design criteria shall provide the proposed location, attachment method to the structure and wind load resistance. A building permit shall be required for this type of installation.
4. Within Zoning Districts NS, C-1, C-2, LI, HI, and IP ground mounted flag poles can exceed the twenty-five (25) foot height limit but shall not exceed the maximum building height as allowed in that district.

G. Changeable Copy Signs

Changeable Copy Signs shall follow design standards in Table 2 of Section 38.16 and Sign Dimensions by District for a changeable copy sign as defined in Section 38.4. The definition shall also apply for all types of signs used within this section. Changeable copy signs are limited to use by Public and Civic uses and may require a special use permit (SUP) as granted by the City of Belton.

38.19 MUNICIPAL WAYFINDING SIGNS:

Notwithstanding any conflicting provisions, the City shall allow directional signs, including subdivision directional signs. The location, design, construction, installation and maintenance of these signs shall be the responsibility of the City of Belton.

38.20 GOVERNMENT SIGNS:

All governmental entities shall conform to the requirements of these regulations.

38.21 MULTI-TENANT SIGNS:

Developments containing two (2) or more businesses, whether in a single building or multiple buildings, shall share a sign structure for advertisement of multiple businesses located within the development. This provision is applicable to businesses located on the same lot upon which the sign is located as well as to businesses located upon different lots within the development. Such signs shall comply with the following:

A. The lot or lots involved must be contiguous with one another, and constitute a single cohesive development;

B. The sign(s) must be located on a lot that one (1) of the advertised businesses occupies;

C. The sign shall be designed in the overall architectural style of the buildings within the development;

D. The signs may be any sign type that is otherwise allowed by this ordinance;
E. Private streets within the boundaries of the development are treated as public rights-of-way for purposes of determining allowable signage;

F. Individual pad or lease sites, defined in the approved Site Plan, are treated as separate lots for purposes of determining allowable signage;

1. Businesses shall not be allowed advertising on both the multiple tenant (shared) sign and another free standing business identification sign;

2. Monument Signs, used as multi-tenant signs for developments with four (4) or more tenants, may have an allowable sign area not to exceed sixty-four (64) square feet.

G. In addition to signage that would otherwise be allowed on a lot for business identification purposes, one (1) additional monument sign not exceeding five (5) feet in height and thirty-two (32) square feet in area may be located at each intersection of public roadways and/or private roadways for purposes of directing traffic to various areas and businesses within the development;

H. All other provisions of this ordinance shall be applicable to this sign category, including but not limited to, allowed number based on road frontage (multiple lot developments are treated as a single lot for this purpose), allowable size as a function of Zoning District, spacing, illumination, materials, etc.

38.22 TEMPORARY SIGNS:

A. Private Property

Temporary signs on private property, limited to banners and non-exempt window signs, are allowed only upon issuance of a temporary sign permit, which shall be subject to the following requirements:

1. Term

A temporary sign permit allows the use of a temporary sign for no more than thirty (30) days from date of issuance.

2. Number

Only one temporary sign will be permitted at a time to the same business on the same lot.
3. Other Conditions

A temporary sign is allowed only in designated Districts and is subject to all other requirements of that District.

B. Temporary Street Banners

The City Manager is authorized to establish procedures for the permitting and installation of temporary banners placed in public right-of-way. Such banners shall be allowed for the following public events upon compliance with the established procedures:

1. Events of a charitable or humanitarian nature;

2. Events of an educational, scholastic or artistic nature;

3. Other events of community or public interest which are non-political in nature and are for the benefit of a non-profit group, or which benefit the community.

4. Other events addressed in municipal park permits.

C. Light-Pole Mounted Banners

Light-pole mounted banners, as defined in Section 38.4, shall be allowed pursuant to subsections a and b below. For purposes of this subsection only, light-pole mounted banners shall be collectively referred to as "banners."

1. All banners shall comply with the following:

   a. Limited to not more than one (1) banner on any light-pole;

   b. Limited to no more than two feet by six feet (2’ x 6’) in exterior dimension and twelve (12) square feet in area per banner;

   c. Minimum height of six (6) feet as measured from adjacent grade to the bottom of the banner;
d. Maximum height of twelve (12) to the top of the banner;

e. Banners shall be maintained in good repair; should they become excessively faded, tattered or torn, they shall be replaced or removed;

f. Banners shall not be illuminated, except for indirect lighting associated with the main lamp of the light-pole to which it is mounted.

2. The following light-pole mounted banners shall be allowed:

a. Banners in the CBD and Historic Preservation Districts

Banners are allowed in the CBD and Historic Preservation districts, but are limited to the advertising of community events, seasonal themes, etc., sponsored by a governmental entity or by a non-profit community organization with approval by the city pursuant to established special permitting procedures (City Manager approval).

b. Banners in residential subdivision street right-of-way

Banners are allowed along collector-level or higher classification streets within the platted boundaries of a residential subdivision and shall be designed with one (1) overall, uniform design scheme. Such banners are limited to subdivision identification or seasonal decorations and works of art, and shall not be spaced closer than three-hundred (300) feet apart. Such banners require the approval of the applicable electrical utility and the custodian of the public right-of-way, in addition to a sign permit from the Division of Planning and Development Services.

c. Banners in commercial subdivision street right-of-way

Banners are allowed along collector-level and higher classification streets within the platted boundaries of a commercial subdivision and shall be designed with one (1) overall, uniform design scheme. Such banners are limited to subdivision identification, shopping center or campus identification, or seasonal decorations and works of art, and shall not be spaced closer than three-hundred (300) feet apart. Such banners must be approved by the applicable electric utility and the custodian of the public right-of-way, in addition to receiving a permit from the Division of Planning and Development Services.

d. Banners on perimeter of private property

Banners identified in (b) and (c) above and subject to all the provisions identified therein except message and spacing, may be installed along the
periphery within ten (10) feet of property lines fronting public or private streets of collector-level or higher classification in lieu of the public right-of-way. Such banners may advertise products and services available on the site. Spacing shall be no closer than eighty (80) feet between banners. Such banners shall be allowed in addition to site signage otherwise allowed by this ordinance, and shall require approval of a sign permit. Fees shall be based on the overall banner package, not on a per-banner basis.

**c. Banners on the interior of private property**

In addition to banners authorized in (a) through (d) above, banners shall be allowed within the interior of the parking lot zoned R-Retail or more permissive, and may advertise products and services available on the site. The number of banners shall not exceed one (1) per fifty (50) vehicle parking spaces. Such banners shall be allowed in addition to site signage otherwise allowed by this ordinance, and shall require approval of a sign permit. Fees shall be based on the overall banner package, not on a per-banner basis.

**D. Temporary Residential Directional Signs**

Temporary residential directional signs shall be permitted within any zoning district, provided they serve a temporary purpose, are maintained in an attractive and sound manner, and may be removed by the City of Belton. Temporary residential directional signs may be allowed for a period of time from final acceptance of all public improvements for the subdivision until ten (10) days following the issuance of Certificates of Occupancy for 50% of the addition. Temporary residential directional signs shall be subject to the following requirements:

1. The location shall be approved by the City of Belton.

2. They shall be located within two hundred (200) feet of an intersection but no closer than twenty (20) feet from the intersection.

3. Not located within visibility triangle.

4. They shall not be illuminated or affixed in any manner to trees, street or light poles, utility poles, other signs or sign structures.

5. They shall be made only in accordance with specifications provided by the City of Belton.
6. They shall include the name, address, and phone number of the owner or party responsible for the removal and maintenance of the sign. This information must be written in waterproof ink or paint on at least one (1) face of the sign in letters not exceeding one-half (1/2) inch in height.

7. They shall be located no greater than two (2) miles or two (2) intersections, whichever is greater, from the project or property to which they refer, as measured along existing streets.

8. No other type of premise signage shall be permitted as subdivision directional signage.

9. They shall be limited to two (2) per intersection with no more than one (1) per corner.

10. The person/persons requesting the sign will be responsible for paying all costs associated with the construction, installation and maintenance of the sign.

11. Upon completion of the term, the City of Belton may remove the sign and allow relocation to another permitted site, or convert the sign in place to public use to provide directional wayfinding to public uses and activity centers.

38.23 SIGN CONSTRUCTION AND MAINTENANCE:

All signs shall be designed, constructed, and maintained in accordance with the following standards:

A. All signs shall comply with applicable provisions of the International Building Code (IBC) at all times.

B. Except for banners, flags, temporary signs, and window signs conforming in all respects with the requirements of this Code, all signs shall be constructed of durable materials and shall be permanently attached to the ground, a building, or another structure by direct attachment to a rigid wall, frame, or structure.

C. All signs shall be maintained in good structural condition, in compliance with all building and electrical codes, and in conformance with this Code, at all times.

D. All signs shall maintain a minimum clearance from electric power lines of ten (10) feet horizontally and fifteen (15) feet vertically, or as may otherwise be required by the utility provider. Any relocation of power lines to provide this clearance will be at the expense of the sign owner or as otherwise required by the electrical utility.

E. Any spotlights allowed to illuminate signs or sign illumination shall be shielded such that their light source cannot be seen from abutting roads or properties.
38.24 BILLBOARDS AND OTHER OFF PREMISE SIGNS:

A. General Regulations

An off-premise sign permitted and erected after April 9, 2002 shall comply with the following standards unless an alternate standard applies because the sign is erected under incentive or relocation provisions.

B. Off-Premise Advertisement Permit

1. An Off-Premise Advertisement Permit is required. It shall be unlawful for any person to erect, relocate or structurally alter, within the City of Belton, any off-premise advertising structure as defined in this ordinance, Section 38.4 Special Definitions, without first obtaining a permit from the City, and making payment of the fee as defined in the most current fee schedule. A permit for off-premise sign construction is valid for a period of six (6) months from the date of issuance. No permit is required for repair, repainting or maintenance which does not entail structural change or for change of copy or message. Failure to obtain a required sign permit subjects the property owner/lessee to prosecution under this ordinance.

2. Application for an off-premise advertisement permit shall be made upon a form provided by the City and shall contain and have attached the following information:

   a. Name, address and telephone number of the applicant, and name and firm of person erecting sign;

   b. If applicant is not the owner of real property where sign is proposed to be erected, written consent of the property owner;

   c. Location of building, structure, address or legal lot and block to which or upon which the sign or other advertising structure is to be attached or erected;

   d. A site plan indicating position of the proposed sign and other existing advertising structures in relation to nearby buildings or structures, north arrow, and scale of drawing, property lines, curb lines, adjacent streets, alleys, curb cuts, setback clearance zone;

   e. Copy of stress diagrams or plans, when needed, containing information necessary for the Building Official to determine the safety and structural integrity of the proposed sign;

   f. Indicate whether the sign will require electricity, and if so, obtain an electrical permit as required;

   g. Bond as required by paragraph B6 of this ordinance;

   h. Copy of permit approved by Texas Department of Transportation, if state law requires a state permit; and
i. Such other information as the Building Official shall require to show full compliance with this and all other standards of the City of Belton.

3. Upon the filing of an application for a permit, the Building Official shall:
   
a. Examine the plans and specifications and the premises upon which the proposed structure shall be erected as needed; and

b. Issue a permit if the proposed structure complies with the requirements of this ordinance and all other standards of the City of Belton. If the work authorized under an off-premise advertisement permit is not completed within six (6) months after the date of issuance, the permit shall become null and void.

4. Every applicant, prior to issuance of a permit pursuant to paragraph B1, shall pay the City a nonrefundable fee in an amount determined by current sign permit rates, and on file in the City Clerk’s office.

5. Within thirty (30) days after denial of a sign permit by the Building Official, a request for a variance may be filed with the Building Official to appear before the Zoning Board of Adjustment. The Board of Adjustment may grant a variance if it finds that the unusual shape or topography of the property in question or some other significant location factor prevents signage allowable under the provisions of this ordinance from adequately identifying the business or other activity located on such property.

6. Subject to the need determined by the Building Official, based on the construction materials for the sign type proposed, an applicant for a sign permit shall, before the permit is granted, present to the Building Official a bond in the minimum amount established by current rates. The bond is conditioned for the faithful observance of all laws and ordinances relating to signs and other advertising structures, and shall indemnify and save harmless the City of Belton from any and all damages, judgments, costs or expenses which the City may incur or suffer by reason of granting the permit.

C. Size of Off-Premise Signs

1. Maximum sign area shall be six hundred seventy-two (672) square feet, excluding cutouts, with maximum dimensions of fourteen feet (14') in height and forty-eight feet (48') in width. Cutouts may not exceed twenty percent (20%) of the sign’s effective area. Typical minimum sign area shall be three hundred eighty-six (386) square feet, excluding cutouts, with maximum dimensions of approximately ten feet (10') and six inches (6") by thirty-six feet (36').

2. No sign may have more than one (1) side facing a particular direction of travel on the main traveled right of way. Signs may not be stacked or placed side by side.

3. A sign may not be created that exceeds an overall height of forty-two and one-half feet (42½') from the highest point of the sign to the grade level of the centerline of the main-traveled way closest to the sign, at a point perpendicular to the sign location.
D. Spacing and Location

1. Off premise signs are allowed only in the following zoning districts:
   a. Commercial 1 (C1)
   b. Commercial 2 (C2)
   c. Commercial Highway (CH)
   d. Light Industrial (LI)
   e. Heavy Industrial (HI)

2. Off-premise signs are allowed only in the following areas:
   a. Adjacent and oriented to Interstate 35
   b. Adjacent and oriented to US Highway 190

3. An off-premise sign may not be erected within one thousand five hundred feet (1,500')
   of another off-premise sign on the same side of the roadway and the outer or leading
   edge of the sign may be located no closer than twenty-five feet (25') to the right of
   way.

4. For spacing purposes, all measurements shall be made along the nearest edge of the
   highway or street right of way.

5. Residential zoning districts:
   a. No off-premise sign shall be permitted if property zoned Residential is located
      between the sign location and the roadway toward which the sign would be
      oriented.
   b. No off premise sign may be erected within two hundred feet (200') of any
      property zoned Single Family 1, Single Family 2, Single Family 3, Single
      Family Estate, Patio Home, Multi Family 1, Multi Family 2, Two Family,
      Mobile Home, or Historic Preservation Overlay District.

6. Signs may not be located in such a manner as to cause a vehicle operator to be distracted
   or confused or to obscure or interfere with official road signs, or hamper an operator’s
   view of merging or intersecting traffic at road intersections or at road and railroad
   intersections.

7. No part or foundation or support of any off-premise sign may be placed on, in, or over
   any private property without the written consent of the property owner.
8. No part or foundation or support of any off-premise sign may be placed on, in, or over any public property or street rights of way, or upon telephone or utility poles, or natural features such as trees and rocks. Encroachment into a public utility or drainage easement may be allowed with a street use license.

9. Notwithstanding any other provision or other applicable law or regulation, no person shall remove, cut, or otherwise alter any vegetative screening on public property or private landscaping required by code as a condition of permit approval in order to improve the visibility of a nearby off-premise sign. Should such an alteration occur, any off-premise sign so benefited shall be deemed nonconforming and shall be required to become the next nonconforming off-premise sign relocated.

10. No off-premise sign may be erected or maintained upon the roof of any building structure.

11. No off-premise sign may be constructed where it obscures or shades the windows or doorways of adjacent buildings.

12. No off-premise sign may be permitted which, because of its size, shape, or location, may impair any scenic vista from the highway or a building adjacent to the highway or to the off-premise sign.

13. An off-premise sign must have a single steel post and be constructed and shall be erected in conformance with current building codes.

14. An off-premise sign erected within the boundaries of the City's Extra Territorial Jurisdiction (ETJ) after April 9, 2002, shall conform to the standards of this ordinance, as allowed by state law.

E. Inventory and Maintenance

1. The owner or operator of one or more off-premise signs within the City of Belton, shall inventory the signs on forms provided by the City and file the completed forms with the City within 180 days from April 9, 2002. No incentive credit or permit for alteration or relocation may be issued for an off-premise sign that was not timely inventoried and reported to the City within this time frame.

2. An off-premise advertising structure must be adequately maintained so as to show no evidence of deterioration, including but not limited to, rotting supports, peeling advertising displays, excessive rust, fading, discoloration or holes.

3. Whenever the Building Official finds that any off-premise sign on the authorized list is not maintained in good repair and has not deteriorated more than fifty percent (50%) of its replacement value, the he will notify and order the owner to repair the sign within thirty (30) calendar days. If it is concluded that an off-premise sign has deteriorated more than fifty percent (50%) of its replacement value, or is not repaired within thirty (30) calendar days, the Building Official shall notify the owner of the off-premise sign and the owner of the real property on which the off-premise sign is located to remove
the off-premise sign or poster panel from the property within a specified time. All off-premise signs ordered to be removed shall be stricken from the authorized list when the time limit is set and the removal notice ends without incentive credit.

F. Alteration

An off-premise sign may not be altered with regard to size, shape, orientation, height, location, or illumination without the prior issuance of an alteration or relocation permit. Ordinary and necessary repairs that do not change the size, shape, orientation, height, location, or illumination of an inventoried off-premise sign do not require an alteration permit. An alteration permit expires if the approved modifications are not completed within ninety (90) days of permit issuance.

G. Demolition

A demolition permit is required prior to removal of an existing off-premise sign. Demolition must be completed within ninety (90) days from permit issuance. The permit must state the number of faces to be demolished.

H. Off-Premise Sign Cap

The number of off-premise signs in the City is limited to the number of such signs legally in existence on April 9, 2002.

I. Incentives

1. To encourage removal of off-premise signs that do not comply with current sign standards, the owner of a sign that was lawfully erected in compliance with all standards then in effect, or lawfully in place at the time it was annexed into the City, may be awarded credit for removing such sign.

2. One credit will be awarded for each face that is removed from a lawfully existing off-premise sign. In order to receive a permit for the erection of an off-premise sign, one credit must be used for each new face.

3. The City shall issue a permit to any person holding sufficient credits, for erection of an off-premise sign in a location approved by the City, in its sole discretion. The permit must state the number of faces to be erected.

4. Credits are transferable to successive business owners.

5. Credit is received when a permittee removes a sign voluntarily, even if the reason is loss of the lease. No credit shall be awarded for the removal of an off-premise sign that was in violation of Federal, State, or City laws when erected, or which did not secure a proper building permit and complete the building permit process to include issuance and final inspection.
6. To be awarded a credit under the incentive program, a sign owner or operator must notify the City within sixty (60) days of the removal of an off-premise sign and receive a letter issued by the City awarding a credit. Failure to apply for a credit within sixty (60) days from removal of a sign bars the awarding of credit for that sign. Any unused credits will be held in reserve indefinitely, in order to give incentive for immediate removal of current faces.

7. The Building Official will provide to the Planning and Zoning Commission, on an annual basis, an accounting of sign credits. The Commission’s annual accounting shall be final if not appealed in writing to the Commission within thirty (30) days from the date that the accounting is presented to the Commission. In making a final determination, the Commission will consider evidence presented by the appellant, Building Official, and any other interested person.

J. Relocation

When a sign located in the City of Belton within the proposed right of way of a state highway is to be relocated to accommodate a regulated highway project and the Texas Department of Transportation issues a permit for relocation of the sign, the City will also issue a permit for a sign that meets all current City standards, except that the relocated sign:

a. must have a permit, but will not require payment of a permit fee;

b. may be erected no less than five feet (5’) from any highway right of way line;

c. may be constructed with the same number of poles and same type of materials as the existing sign; and

d. may be erected without enlarging the sign face.

K. Other Provisions

1. When a sign, or a substantial part of a sign, is damaged by natural causes, or otherwise destroyed, or taken down, or removed for any purpose other than maintenance operation, it may not be re-erected, reconstructed, or rebuilt except in full compliance and conformance with this ordinance. For purposes of this section, substantial shall mean if the cost of repair exceeds sixty percent (60%) of the cost of a new sign of the same construction and size.

2. All off-premise advertising signs shall be permanently identified with the name of the sign owner or agency in control of the sign. Said identification shall be easily read from the roadway on which the sign is intended to be read.

3. No sign or other advertising structure shall:

   a. Obstruct free and clear vision at any street intersection;
b. Interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal or device because of its position, shape or color;

c. Make use of the words “STOP”, “LOOK”, “DANGER”, or any other word, phrase, symbol or character in a manner that interferes with, misleads or confuses traffic; or

d. Present a traffic hazard by using illumination resembling an emergency signal.

4. Any sign allowed under this ordinance may contain, in lieu of any other copy, any lawful noncommercial message that does not direct attention to a business operated for profit or to a commodity or service for sale and that complies with all other requirements of this ordinance.

5. A sign owner may request a variance from the Board of Adjustment from the provisions of this chapter relating to sign spacing, area, height, and setback in accordance with hardship findings of the Zoning Ordinance.

6. Wind loads and structural requirements shall conform with the Building Code as adopted by the City of Belton.

7. No sign or other advertising structure shall constitute a hazard to safety or health by reason of inadequate design, construction, repair or maintenance, and if so, may be declared a public nuisance and be forwarded to the Housing Board for action.

8. No sign or other advertising structure shall display any matter in which the dominant theme of the material taken as a whole appeals to a prurient interest in sex, or is patently offensive because it affronts contemporary community standards relating to the description or representation of sexual matters, and is utterly without redeeming social value.

9. A permanent advertising sign not in conformance with these regulations, which was lawfully permitted and erected prior to the enactment of said regulations, shall be considered a non-conforming sign. A sign which has been deemed non-conforming shall be exempted from the provisions of this ordinance, unless damaged by natural causes or otherwise destroyed or taken down, or removed for any purpose other than maintenance operation which is allowed. It may not be re-erected, reconstructed, or rebuilt, except in full compliance and conformance with this ordinance. Any non-conforming sign which is damaged or is deteriorated to a point where its restoration cost exceeds sixty percent (60%) of its replacement value shall be removed, unless otherwise authorized to remain.

10. An unlawful sign is not a non-conforming sign and must be removed within thirty (30) days. Any sign erected or maintained which is not in conformance with this chapter or prior ordinances of the City, is hereby declared to be a public nuisance and shall be removed or brought into compliance within the thirty (30) day period indicated. If the Building Official finds that any sign or other advertising structure installed since the
adoption of this ordinance is prohibited by the provisions of this ordinance, the Building Official shall give written notice to the permittee or the owner of the property upon which the structure is located. If the permittee or owner fails to remove or alter the structure so as to comply with the standards set forth in this ordinance within thirty (30) days after such notice, the Building Official may undertake such removal or alteration as is necessary to bring the structure into compliance and assess the costs to the permittee or owner. The Building Official may cause any sign or other advertising structure which presents an immediate peril to persons or property to be removed or altered immediately and without notice, and without compensation to the sign owner.

End of Section 38
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DOWNTOWN HISTORIC DISTRICT SIGN DESIGN GUIDELINES

Purpose: The purpose of these guidelines is to provide standards that will stimulate a pedestrian oriented downtown commercial district. This section presents design guidelines for the design of new signs in the Historic Preservation Overlay District. The design guidelines are organized into a series of relevant design topics. Within each category, individual policies and design guidelines are presented, which the City will use in determining the appropriateness of the work proposed.

Traditionally, a variety of signs were seen in the downtown area. Five different types occurred:

- Small, freestanding signs mounted on a pole or post, located near the sidewalk because the primary structure or business was setback from the street (e.g., an area with residential character), printed on both sides

- Medium-sized, square or rectangular shaped signs that projected from the building above the awnings or canopies, printed on both sides

- Small, horizontally-oriented rectangular signs that protruded from the building below the awnings or canopies but above pedestrians’ heads, printed on both sides

- Medium- to large-sized, horizontally-oriented rectangular signs attached flat against the building, above and/or below the awnings, printed on one side only

- Window signs, painted on glass, used at the street level and on upper floors

Signs that were mounted on the exterior advertised the primary business of a building. Typically, this use occupied a street level space and sometimes upper floors as well. In the case of a large structure that included several businesses on upper floors, the name of the building itself was displayed on an exterior sign. Tenants relied on a directory at the street level.

In addition, signs were mounted to fit within architectural features. In many cases, they were mounted flush above the storefront, just above moldings. Others were located between columns or centered in “panels” on a building face. This method also enabled one to perceive the design character of individual structures.

Each business in the Historic Preservation Overlay District is permitted to have up to four types of signs in use at any given time: primary, secondary, portable and temporary.

- A primary sign represents the owner’s largest sign expense and is likely the most important of the four sign types. Only one primary sign will be allowed per business per building.

- Secondary signs are utilized in addition to the primary building sign. Typically, a secondary sign is an awning, hanging or window sign. The secondary sign is generally intended to capture the attention of the pedestrian walking on the sidewalk, while the primary sign’s audience is specifically the viewer driving past in a vehicle.

- Portable signs are intended for the pedestrian walking on the sidewalk. Portable signs include sandwich boards, signs mounted on easels or freestanding frames with sign inserts.

- Temporary signs are used for a special purpose, such as limited-time offer or a sale, and will be approved by permit only for up to thirty days.

The applicable sign standards shall be those contained within these design guidelines. In the event that no standard exists, refer to the standards detailed in Section 38 as these shall apply, and perhaps modified, in order to more accurately reflect the express language or the intent of these design guidelines in regards to signs.

A sign typically serves two functions: first, to attract attention, and second to convey information,
essentially identifying the business or services offered within. If it is well designed, the building front alone can serve the attention-getting function, allowing the sign to be focused on conveying information in a well-conceived manner. All new signs should be developed with the overall context of the building and of the area in mind.

The Belton Historic District Design Guidelines provide the necessary standards to accomplish appropriate and acceptable building façade renovations and restorations.

A. Consider the building front as part of an overall sign program.

- Coordinate a sign within the overall façade composition.
- A sign should be in proportion to the building, such that it does not dominate the appearance.
- Develop a master sign plan for the entire building; this should be used to guide individual sign design decisions.

This is especially important in areas where the use of contemporary building forms and styles and several colorful, attention-getting signs are the norm. Such a typical “strip-commercial” development pattern is inappropriate and will not be permitted in the Historic Preservation Overlay District.

B. A sign shall be subordinate to the overall building composition.

- A sign should appear to be in scale with the façade.
- Locate a sign on a building such that it will emphasize design elements of the façade itself.
- Mount a sign to fit within existing architectural features. Use the shape of the sign to help reinforce the horizontal lines of moldings and transoms seen along the street.

Design a sign to be in balance with the overall character of the property.

The overall façade composition, including ornamental details and signs, should be coordinated. The use of “strip-commercial” building styles and several colorful, attention-getting signs are inappropriate and will not be permitted in the Historic Preservation Overlay District.

The placement or location of a sign is perhaps the most critical factor in maintaining the order and integrity of the Historic Preservation Overlay District. Consistent placement of signs according to building type, size, location and even building materials create a visual pattern that the pedestrian can easily interpret and utilize to the mutual benefit of merchants, tourists and customers.

C. Freestanding or pole mounted signs may be considered.

- A freestanding sign may be used in the front yard of a residence with a commercial use.
- A freestanding sign may also be used in areas where the primary use is setback from the street edge.
D. A flush-mounted wall sign may be considered.

- In many cases, turn-of-the-century building types common in Belton have a sign frieze. This is the ideal location for the primary building sign. The sign frieze typically located above the transom and below the second-floor windows.

- When utilizing the sign frieze as the sign placement location, it is important to respect the frieze borders. In other words, the sign should not overlap or crowd the top, bottom, or ends of the frieze.

- When feasible, place a wall sign such that it aligns with others on the block.

- Locate a flush-mounted sign such that it fits within a panel formed by moldings or transom panels.

E. A flush-mounted wall sign shall not exceed one (1) square foot for every one (1) foot of linear facade width.

- For instance, a building with twenty (20) feet of street frontage would be eligible for a sign of twenty (20) square feet.

- It is important to note that a sign does not have to be as large as this equation allows. In many cases, the first consideration should be given to the dimension of the sign frieze, as determined by architectural frieze calculations.

- Applications shall clearly illustrate, with a scaled drawing of the front building facade, the size of the proposed sign and how it is appropriate for the building.

F. A window sign may be considered.
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- A window sign may be considered in addition to the primary building sign.

- A window sign should cover no more than approximately thirty percent (30 percent) of the total window area on which it is located.

- It may be painted on the glass or hung just inside a window.

- While internal window displays are not reviewed by the City of Belton, their use is very important to retailers. The attractiveness of a display is likely the highest contributing factor to whether or not a pedestrian will enter a store, and its design should be carefully planned.

- Please note that the City of Belton will take cognizance and assume oversight of signs within a store that is obviously intended to be viewed through a window, and all standards will apply.

G. A hanging sign may be considered.

- A small hanging sign is easier for a pedestrian to read than other sign types and is encouraged.

- A small hanging sign should be located near the business entrance, just above the door or to the side of it.

- A hanging sign installed under a canopy should be a maximum of 50 percent of the canopy's width.

- A hanging sign should be mounted perpendicular to the building façade.

- A hanging sign should provide a minimum of eight (8) feet of clearance between the sidewalk surface and the bottom of the sign. However, a hanging sign mounted under a canopy may provide a minimum clearance of seven (7) feet.

- A hanging sign shall be no more than eight (8) square feet in size.

H. A projecting sign may be considered.

- A larger projecting sign should be mounted higher, and centered on the façade or positioned at the corner of a building.

- A projecting sign shall provide a minimum clearance of eight (8) feet between the sidewalk surface and the bottom of the sign.

- A projecting sign shall be no more than fifteen (15) square feet in size with a maximum sign height of five (5) feet.

- Additionally, a projecting sign shall in no case project beyond one half (1/2) of the sidewalk width.

I. Awning and canopy signs may be considered.

- An awning or canopy sign shall not exceed one (1) square foot for every one (1) foot of façade width. In no case should an awning or canopy
sign exceed the size of the awning or canopy surface to which it is applied.

- The size of an awning or canopy sign shall be calculated by its actual area and shall be included in the calculation for total allowable building signage.

- Consider mounting a sign centered on top of a building canopy where a flush-mounted sign would obscure architectural details.

J. A directory sign may be considered.

- Where several businesses share a building, coordinate the signs. Align several smaller signs, or group them into a single panel as a directory.

- Use similar forms or backgrounds for the signs to tie them together visually and make them easier to read.

- The manner in which a directory sign is mounted to a building, either flush to or projecting from a wall, will determine the maximum allowable sign area.

- For the maximum area of a flush-mounted sign see design guideline E.

- For the maximum area of a projecting sign see design guideline G.

K. A portable sign may be considered.

- Portable signs, limited only to on site advertisement, include A-frame, sandwich boards, signs mounted on easels or freestanding frames with sign inserts.

- An A-frame or sandwich board sign should be limited to twelve (12) square feet of surface per side and should in no case exceed four (4) feet in height and three (3) feet in width.

- A sign mounted on an easel or a free-standing frame with a sign insert should be limited to six (6) square feet of surface per side and should in no case exceed five (5) feet in height and three (3) feet in width.

- A portable sign should not interfere with pedestrian traffic.

- Portable signs shall be secured to the sidewalk in a manner that will insure it will not blown by wind, but which will not cause or create a trip hazard when not in place.

- Portable signs are allowed only during normal business hours of business operation and will be removed at closing.

L. A temporary sign may be considered.

- A temporary sign should be limited to a maximum of twenty-four (24) square feet in area with a maximum height of three (3) feet.
A temporary sign, when installed, should not obscure windows or other architectural details of a building.

- In no case will a temporary sign be allowed to substitute as a permanent sign.
- Temporary signs will approved for up to thirty (30) days.

**M. A sign should not in any way obscure or compete with architectural details of an historic building façade.**

- This is especially important for a building with historic significance.
- A sign should be designed to integrate with the architectural features of the building which it is to be installed and not distract attention from them.

**N. Signs that are out of character with those seen historically and that would alter the historic character of the street are inappropriate.**

- Animated signs are prohibited.
- Any sign that visually overpowers the building or obscures significant architectural features is inappropriate.

**O. Sign materials should be compatible with that of the building façade.**

- Painted wood and metal are appropriate materials for signs. Their use is encouraged. Unfinished materials, including unpainted wood, are discouraged because they are out of character with the context.
- Plastic is not permitted, except for flush, adhesive lettering.
- Highly reflective materials that will be difficult to read are inappropriate.
- Painted signs on blank walls were common historically and may be considered.

**P. Using a symbol for a sign is encouraged.**

- A symbol sign adds interest to the street, can be read quickly and is remembered better than written words.

**Q. Use colors for the sign that are compatible with those of the building front.**

- Also limit the number of colors used on a sign. In general, no more than three colors should be used.
A simple sign design is preferred.

- Typefaces that are in keeping with those seen in the area traditionally are encouraged. Select letter styles and sizes that will be compatible with the building front.
- Generally, these are typefaces with serif typefaces.
- Avoid hard-to-read or overly intricate typeface styles.

- Light should be directed at the sign from an external, shielded lamp.
- A warm light, similar to daylight, is appropriate.
- Light should not shine directly in the eyes of pedestrians.

If internal illumination is used, it should be designed to be subordinate to the overall building composition.

- Internal illumination of an entire sign panel is discouraged. If internal illumination is used, a system that backlights sign text only is preferred.
- Neon and other tubular illumination may be considered. However, use neon in limited amounts so it does not become visually obtrusive.
- Internal illumination of an awning is inappropriate.

Sign brackets and hardware should be compatible with the building and installed with craftsmanship.

Maintenance of signs.

- Re-secure sign mounts to the building front.
- Repaint faded graphics.
- Repair worn wiring.
- Replace burned out bulbs.
- Remove non-historic, obsolete signs.
- Preserve historic painted signs in place as decorative features.
SPECIAL DEFINITIONS:

Awning Sign. Any sign painted or applied to the face, valance, side or top panel of an awning, or any sign made by removing material from an awning.

Banner. A piece of fabric or similar material that is attached to a pole, enclosed in a frame, or mounted as a temporary sign device.

Bracket. A supporting member for a projecting element or shelf, sometimes in the shape of an inverted L and sometimes as a solid piece or a triangular truss.

Column. A slender upright structure, generally consisting of a cylindrical shaft, a base and a capital; pillar: It is usually a supporting or ornamental member in a building.

Cornice. The continuous projection at the top of a wall. The top course or molding of a wall when it serves as a crowning member.

Doorframe. The par: of a door opening to which a door is hinged. A doorframe consists of two vertical members called jambs and a horizontal top member called a lintel.

Double-Hung Window. A window with two sashes (the framework in which window panes are set), each moveable by a means of cords and weights.

Facade. Any separate face of a building, including parapet walls and omitted wall lines, or any part of a building which encloses or covers usable space. Where separate faces are oriented in the same direction, or in the directions within forty-five (45) degrees of one another, they are to be considered as part of a single façade.

Fascia. A flat board with a vertical face that forms the trim along the edge of a flat roof, or along the horizontal, or “eaves,” sides of a pitched roof. The rain gutter is often mounted on it.

Fenestration. The arrangement of windows and other exterior openings on a building.

Flush-mounted Sign. Any flat sign mounted or applied to a building façade.

Form. The overall shape of a structure (i.e., most structures are rectangular in form).

Hanging Sign. Any sign suspended from an awning, canopy, bracket or brace.

Molding. A decorative band or strip of material with a constant profile or section designed to cast interesting shadows. It is generally used in cornices and as trim around window and door openings.

Muntin. A bar member supporting and separating panes of glass in a window or door.

Sandwich Board. Any sign designed for placement on the sidewalk, of A-frame construction, generally two-sided.

Serif. In typography, serifs are non-structural details on the ends of some structures that make up letters and symbols.

Transom Window. A small window or series of panes above a door, or above a casement or double hung window.
Exhibit E
Boundary Survey
BEING a 5.000 acre tract of land situated in the JAMES BENNETT SURVEY, ABSTRACT No. 71, Bell County, Texas and being a part or portion of that certain called 53 acre tract of land described in a Warranty Deed with Vendor’s Lien dated December 31, 1973 from Leland T. Duke and wife, Katherine Duke to Roy Cochran Potts and wife, Dorothea Jean Potts and being of record in Volume 1261, page 88, Deed Records of Bell County, Texas and being more particularly described by metes and bounds as follows:

BEGINNING at 5/8” iron rod found being in the west right-of-way line of Commerce Street as monumented, fenced and further evidenced on the ground and as described in a Special Warranty Deed dated August 23, 1990 from Robert Roy Potts et ux Brenda Potts, John Mark Potts et ux Robin Potts and Patricia Potts Wilson et vii Bobby M. Wilson to The City of Belton, Texas, a Municipal Corporation and being of record in Volume 2660, Page 454, Official Public Records of Bell County, Texas and being the northeast corner of that certain 3.00 acre tract of land described as Lot 1, Block 1, Strike Zone Subdivision to the City of Belton, Bell County, Texas according to the map or plat of record in Cabinet C, Slide 317-C, Plat Records of Bell County, Texas for corner;

THENCE N. 74° 26’ 30” W., 654.84 feet departing the said west right-of-way line of Commerce Street and with the north boundary line of the said Lot 1, Block 1, Strike Zone Subdivision ( calls S. 72° 44’ 43” E., 654.50 feet ) to a 5/8” iron rod found being the northwest corner of the said Lot 1, Block 1, Strike Zone Subdivision and being in the west boundary line of the said 53 acre tract and being in the east boundary line of that certain tract of land described as Lot 2, Block 1, Fleetwood Homes Addition, within the City of Belton, Bell County, Texas according to the map or plat of record in Cabinet D, Slide 253-D, Plat Records of Bell County, Texas for corner;

THENCE departing the said Lot 1, Block 1, Strike Zone Subdivision and with the west boundary line of the said 53 acre tract and with the east boundary line of the said Lot 2, Block 1, Fleetwood Homes Addition the following three (3) calls:

1) N. 18° 29’ 07” E., 145.85 feet ( calls S. 20° 13’ 12” W., 145.86 feet ) to a 5/8” iron rod found for corner;

2) N. 18° 42’ 20” E., 101.72 feet ( calls S. 20° 26’ 25” W., 101.72 feet ) to a ½” iron rod found for corner;

3) N. 17° 46’ 45” E., 86.60 feet ( calls S. 19° 30’ 50” W., 301.71 feet ) to a ½” iron rod with cap stamped “RPLS 2475” set for corner;

THENCE S. 72° 30’ 23” E., 688.40 feet departing the said Lot 2, Block 1, Fleetwood Homes Addition and the said west boundary line and over and across the said 53 acre tract to a ½” iron rod with cap stamped “RPLS 2475” set being in the aforementioned west right-of-way line of Commerce Street and being at the beginning of a non-tangent curve to the right having a radius equals 2088.97 feet, chord bearing equals S. 24° 34’ 29” W., 311.09 feet, central angle equals 08° 32’ 26” for corner;
THENCE continuing over and across the said 53 acre tract and with the said west right-of-way line the following two (2) calls:

1) 311.38 feet along the arc of said curve top the right to a ½" iron rod with cap stamped "RPLS 2475" set being at the beginning of a curve to the left having a radius equals 2070.00 feet, chord bearing equals S. 29° 27' 05" W., 3.36 feet, central angle equals 00° 05' 35" for corner;

2) 3.36 feet along the arc of said curve to the left to the Point of BEGINNING and containing 5.000 acres of land.

I, Michael E. Alvis, a Registered Professional Land Surveyor in the State of Texas, do hereby certify that these field notes are a correct representation of a survey made on the ground.

Michael E. Alvis, R.P.L.S. #5402
February 12, 2019

SECTION 15  MF - MULTIPLE FAMILY DISTRICT

15.1 GENERAL PURPOSE AND DESCRIPTION:

The MF - Multiple Family Residential District is an attached residential district intended to provide the highest residential density of eighteen (18) dwelling units per acre. The principal permitted land uses will include mid and low-rise multiple family dwellings, garden apartments, condominiums and townhouses. Recreational, religious, health and educational uses normally located to service residential areas are also permitted in this District. This District should be located adjacent to a major thoroughfare and serve as a buffer between retail/commercial development or heavy automobile traffic and medium or low-density residential development.

15.2 PERMITTED USES:

1. Multiple-Family Dwelling (apartment building), greater than two (2) units per building

2. Two-Family residence (duplex)

3. Single-Family detached dwellings

4. Greenhouses and gardens, limited to the propagation and cultivation of plants, provided no retail or wholesale business is conducted on the premises except as allowed as home occupations

5. The keeping of dogs, cats, and other normal household pets, conforming to Chapter 3 of the City Code of Ordinances.

6. Municipally-owned facilities and uses (no open storage or repair)

7. Leasing offices for the apartment complex

8. Public schools (kindergarten through high school)

9. Temporary buildings for uses incidental to construction work on the premises, which said buildings shall be removed upon the completion or abandonment of construction work by order of the Building Official.

10. Accessory buildings and uses, customarily incidental to the above uses and located on the same lot therewith, but not involving the conduct of a retail business except as provided herein:

   a. The term accessory use shall include customary home occupations as herein defined. Accessory buildings, including a private garage, when located not less than sixty feet (60') from the front lot line, nor less than three feet (3') from either side line, provided said accessory building shall not occupy more than fifty percent (50%) of the minimum required rear yard in the case of a one-story building. When the accessory building is directly attached to the main building, it shall be considered an integral part of the main building.
Exhibit F
Landscape Requirements
V. LANDSCAPE DESIGN STANDARDS

PURPOSE
The physical appearance of the built environment is an important component of the character, value, and human experience of a community. Landscape treatment and site design function to integrate natural elements into these man-made systems, particularly architectural features and transportation infrastructure. The intent is to make the City of Belton a more sustainable and attractive place in which to live, visit and do business.

Regulations must serve to provide attractive, functional and efficient landscaping, the cost of which is justified by the enhancement of property values and the creation of a sense of place through the cumulative impact of development.

INTENT
To ensure that all planting requirements serve not only to benefit the community aesthetically, but also contribute functionally whenever opportunities to do so are presented.

To utilize planting and landscape elements to mitigate the negative impacts of development by screening unsightly features and buffering incompatible uses.

To provide incentives for creative subdivision and site design.

To implement site design and planting requirements that minimize the need for maintenance and the use of limited resources.

To provide for landscaping regulations that encourage the preservation of protected trees.

DEFINITIONS
Refer to Section II

V.A. APPLICABILITY
This section shall apply to all land area (public and private) within the zoning jurisdiction of the city and in areas where this section is in effect by contractual agreement.

V.A.1. Application of landscape requirements.
The requirements of this section shall apply to:

V.A.1.a. All new development or construction on vacant or previously developed land, that requires site plan approval;

V.A.1.b. Any change of land use that results in redevelopment of a residential use to a nonresidential use;

V.A.1.c. Any change, conversion, or addition of commercial land uses that result in the requirement for additional parking to be constructed. In this case, the landscape requirements shall apply to only the newly proposed parking area and other areas of the site being modified by development activities

V.A.2. Exemption from landscape requirements.
The requirements of this section specifically shall not apply to the following:

V.A.2.a. One detached single-family residence constructed on its own lot;
V.A.2.b. A two unit, single-family attached structure with each dwelling unit constructed on its own lot;

V.A.2.c. Restoration of a building or structure which has been damaged, destroyed or demolished to an extent less than 50 percent of its fair market value (as determined by the most recent appraised value of the appraisal district in which the building or structure is located);

V.A.2.d. Exterior or interior restoration of a designated historic structure;

V.A.2.e. Medians in street rights-of-way;

V.A.2.f. Ground-mounted equipment located in street rights-of-way.

V.B. LANDSCAPE PLANS

Landscape requirements identified in this section and in the format specified below and necessary to obtain a standard landscape plan approval and shall be depicted on a landscape plan. This landscape plan shall be signed and sealed by a landscape architect, landscape professional, or professional engineer.

V.B.1.a. The submittal of landscape plans shall be required with the following:

(a). The date, scale, north point, title and name of owner;

(b). The location of existing boundary lines and dimensions of the tract;

(c). The approximate centerline of existing water courses; the approximate location of significant drainage features; and the location and size of existing and proposed streets and alleys, existing and proposed easements on or adjacent to the lot, existing and proposed parking spaces, or other vehicular areas, access aisles, drives, and existing and proposed sidewalks adjacent to the street;

(d). The location and species of each existing tree having a trunk eight-inches caliper or larger and the approximate size of their crowns;

(e). The location and names of existing vegetation to be preserved;

(f). An incitation of how the applicant plans to protect the existing trees and vegetation, which are proposed to be retained, from damage during construction;

(g). The location, size, and type (tree or shrub, groundcover, or grass) of proposed landscaping, together with a plant listing that includes the common and botanical name, quantity, size and spacing of all proposed landscaping material at time of planting;

(h). Planting and installation details in accordance with sound horticultural practices;

(i). The proposed irrigation system as required by this article;

(j). The proposed lighting plan for the entire area of the site plan;

(k). A tabulation clearly displaying the relevant statistical information necessary for the City to evaluate compliance with the provisions of this Section. This includes gross acreage, square foot area of preservation areas, number of trees to be planted or preserved, square footage of paved areas, and similar other information to ensure conformance with all required standards;
(I). Existing and proposed grades;

(m). Plan view of existing and proposed water quality of detention controls;

(n). Limit of construction line encompassing all areas of natural vegetation of the site which are to be left undisturbed;

(o). A survey of all trees eight (8) inches in diameter and larger (measured 4.5 feet above ground level, also known as the Diameter at Breast Height (DBH)). Trees are to be represented by circles using the formula of one foot of radius for every one (1) inch of trunk diameter. (This also defines the critical root zone - CRZ.) Unbroken circles indicate trees which are to remain. Dashed circles indicate trees proposed for removal. Include type and general condition of all protected trees within the subdivision (or off site in the area of proposed off-site improvements, if any);

(p). Identification of temporary measures to protect existing trees that are to remain, including any protected trees, during construction;

(q). Identification of permanent controls, practices or design features to assure long term maintenance of the existing trees and landscape;

(r). The location, quantity, size, common name, and scientific name of proposed landscaping in proposed landscaped areas;

(s). The location, quantity, size, common name, and scientific name of existing trees;

(t). The location of the proposed irrigation system or hose connections;

(u). Information necessary for verifying whether the minimum required landscaping requirements have been met; and

(v). Existing and proposed overhead utilities.

V.C. GENERAL PLANTING REQUIREMENTS

V.C.1. The planting specifications and standards included herein are applicable unless otherwise stated.

V.C.2. All trees shall be planted in a pervious area no less than four feet wide in any direction measured from the center of the tree, unless otherwise stated herein.

V.C.3. No more than 50 percent of the required trees and shrubs shall be of the same species without the approval of the Planning Director. Such approval may only be granted in order to achieve a specific design intent of the landscape architect.

V.C.4. Improved soils shall be provided in all required landscape areas to a depth of at least three inches.

V.C.5. All landscaping shall be separated from vehicular use areas by some form of barrier such as raised concrete curbing, bollards, curb stops, or other suitable permanent alternative.

V.C.6. All landscape beds shall be separated from sod areas by some form of barrier such as steel edging, masonry materials, or another equivalent durable material as approved by the Planning Director. No plastic materials shall be allowed. Provided however, the barriers may be designed in such a way to capture, filter, reuse or infiltrate rainwater with the purpose of protecting and conserving water resources.
V.C.7. Landscaping shall not obstruct the view between access drives and parking aisles.

V.C.8. Nothing shall be erected, placed, allowed to grow, or planted so that it impedes vision between the height of three feet and ten feet above the curb within a sight triangle.

V.C.9. No artificial plant material may be used in any form to satisfy the requirements of this section.

V.C.10. Berms shall not encroach upon the critical root zones of existing trees, as regulated by Section VI, Tree Protection, Preservation, and Mitigation.

V.C.11. Wherever sod or turf grass is used, such grass shall be of a drought-tolerant species.

V.C.12. Any landscaping placed in utility easements shall not be counted towards the minimum landscaping requirements.

V.C.13. Notwithstanding the requirements of the tree technical manual, the Planning Director may allow large trees to be placed closer to a building in order to achieve an urban streetscape.

V.D. INTERIOR PARKING LOT LANDSCAPE REQUIREMENTS BY ZONING DISTRICT

V.D.1. O-1 (Office-1), O-2 (Office-2), C-1 (Commercial-1), C-2 (Commercial-2), and MF (Multifamily), NS (Neighborhood Services), R (Retail), CH (Commercial Highway), UC (University Campus) zoning districts.

V.D.1.a. Large trees shall be provided in parking areas. The construction of off-street parking areas requires the planting of one large tree per ten new parking spaces, or portion thereof. Each tree shall be planted in an island so that there are no more than ten contiguous parking spaces between islands, except as otherwise provided herein.

V.D.1.b. End islands shall be provided at the terminus of each parking bay. Interrupting islands shall be provided within each parking bay as required herein. End islands and interrupting islands shall have a minimum width of nine feet from face of curb to face of curb. Head-to-head parking bays shall include two such end islands.

V.D.1.c. In a row of parking immediately adjacent to a perimeter parking lot landscape area, required interrupting islands may be eliminated by planting two additional large trees in the landscape area for each interrupting island so eliminated.

V.D.1.d. A median island with a minimum width of nine feet, from face of curb to face of curb, shall be required between every six single parking bays and along primary internal and external access drives. Medium or large trees shall be planted at a rate of one per each 50 linear feet or fraction thereof. Median island intervals may be expanded in order to preserve existing trees, provided an alternative median location has been approved by the Planning Director.

V.D.1.e. Other plant materials may be substituted for a large tree between the building and the first drive aisle as per the foundation landscape requirements provided below. Specifically, plant materials totaling 30 foundation treatment points as set out in the table below, shall be required for each large tree to be substituted.

V.D.1.f. The preservation of existing healthy trees of a protected species, as set forth in the definition of "protected tree" in Section II, may be used as credits towards the landscaping required by
this subsection. These credits may not be used to replace an end island or median island tree unless the preserved tree is located within the required end island or median island. Each preserved tree is credited towards the adjacent ten, 20, or 30 parking spaces, accordingly:

V.D.1.f.i. Each healthy large tree with a diameter of at least four inches but less than eight inches within ten feet of a parking area will be counted as a credit towards one required parking lot tree.

V.D.1.f.ii. Each healthy protected large tree with a diameter of eight inches to 20 inches preserved within 15 feet of a parking area will be counted as a credit towards two required parking lot trees.

V.D.1.f.iii. Each healthy protected large tree with a diameter of more than 20 inches preserved within 20 feet of a parking area will be counted as a credit towards three required parking lot trees.

<table>
<thead>
<tr>
<th>Diameter of Existing Tree</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 to 8 inches</td>
<td>1</td>
</tr>
<tr>
<td>8 to 20 inches</td>
<td>2</td>
</tr>
<tr>
<td>20 inches +</td>
<td>3</td>
</tr>
</tbody>
</table>

V.D.1.g. The area within islands and medians shall not include sod or turf grass, and shall not include more than 50 percent decorative groundcover material, unless approved by the Planning Director. The remainder of the area shall consist of planting groundcover.

V.D.1.h. Notwithstanding the requirements of Section VI - Tree Protection, Preservation, and Mitigation, large trees required to meet the tree island requirements may be planted closer than 30 feet from a building, but in no event closer than 12 feet from a building.

V.D.2. HI (Heavy Industrial), LI (Light Industrial) zoning districts.

V.D.2.a. End islands shall be provided at the terminus of each parking bay. End islands shall have a minimum width of nine feet from face of curb to face of curb. Head-to-head parking bays shall include two such end islands. A large tree shall be planted in each end island.

V.D.2.b. The area within islands and medians shall not include sod or turf grass, and shall not include more than 50 percent decorative groundcover material, unless approved by the Planning Director. The remainder of the area shall consist of planting groundcover.

V.D.2.c. Notwithstanding the requirements of the tree technical manual, large trees required to meet the tree island requirements may be planted closer than 30 feet from a building, but in no event closer than 12 feet from a building.
V.E. PARKING LOT LANDSCAPING ALONG PUBLIC STREETS BY ZONING DISTRICT

V.E.1. O-1 (Office-1), O-2 (Office-2), C-1 (Commercial-1), C-2 (Commercial-2), and MF (Multifamily), NS (Neighborhood Services), R (Retail), CH (Commercial Highway), UC (University Campus) zoning districts.

V.E.1.a. Landscaping shall be provided between parking areas and all public streets in a five-foot wide linear landscaped area. The minimum landscaping required for this purpose shall be based on the measured linear footage of parking including vehicular circulation routes that extend along the length of the property line (excluding ingress/egress to the public road) adjacent to the public right-of-way.

V.E.1.b. The required minimum quantity of landscaping is as follows:

V.E.1.b.i. One large tree or two small trees per 50 linear feet, or fraction thereof;

V.E.1.b.ii. One small tree per 60 linear feet, or fraction thereof; and

V.E.1.b.iii. One large shrub, small shrub, or ornamental grass per five linear feet, or fraction thereof. Any combination of the foregoing is acceptable.

V.E.1.c. There shall be no gap between required landscaping exceeding 25 percent of the length of the landscaped area, unless approved by the Planning Director.

V.E.1.d. Notwithstanding the requirements of the tree technical manual, small trees may be grouped no closer than 12 feet apart and large tree may be grouped no closer than 30 feet apart for the purpose of meeting the requirements of this subsection.

V.E.1.e. If there are overhead utilities above the landscape area, then the required large and/or small trees may be placed in end islands or interrupting islands within the first row of parking adjacent to the public street. Such islands shall have a minimum width of nine feet from face of curb to face of curb. In addition, the owner shall have the option of reducing the eight-foot wide linear landscaped area described in subsection above, to a four-foot wide area to accommodate only shrubs.

V.E.1.f. The area within islands and medians shall not include sod or turf grass, and shall not include more than 50 percent decorative groundcover material, unless approved by the Planning Director. The remainder of the area shall consist of planting groundcover.

V.E.2. HI (Heavy Industrial), LI (Light Industrial) zoning districts.

V.E.2.a. Landscaping shall be provided between parking areas and all public streets in a five-foot wide linear landscaped area. The minimum landscaping required for this purpose shall be based on the measured linear footage of parking, including vehicular circulation routes that extend along the length of the property line (excluding ingress/egress to the public road) adjacent to the public right-of-way.

V.E.2.b. The required minimum quantity of landscaping is as follows:

V.E.2.b.i. One large or medium tree per 80 linear feet (75 percent of the these trees shall be of a large tree);

V.E.2.b.ii. One small tree per 60 linear feet; and

V.E.2.b.iii. One large shrub per 10 linear feet.
V.E.2.c. Notwithstanding the tree requirements herein, small trees may be grouped no closer than 12 feet apart and large trees may be grouped no closer than 30 feet apart for the purpose of meeting the requirements of this subsection.

V.E.2.d. If there are overhead utilities above the landscape area, then the required large trees may be placed in end islands or interrupting islands within the first row of parking adjacent to the public street. Such islands shall have a minimum width of nine feet from face of curb to face of curb. In addition, the owner shall have the option of reducing the eight-foot wide linear landscaped area described in subsection above, to a four-foot wide area to accommodate only shrubs.

V.E.3. CBD (Central Business) zoning district

V.E.3.a. Landscaping shall be provided between parking areas and all public streets. The planting area shall have an average width of six feet and shall be free of utilities, sidewalks, obstructions and easements. The required landscaping for this purpose shall be based on the measured linear footage that extends along the length of the property line (excluding driveways) adjacent to the public right-of-way. The desired minimum quantity of landscaping is as follows:

V.E.3.a.i. One small tree per 20 linear feet or one medium tree every 40 linear feet;

V.E.3.a.ii. One large shrub per five linear feet, which may be grouped to encourage strategic views into the site; and

V.E.3.a.iii. Sites are exempt from these requirements where space for landscaping is limited due to physical constraints, although use of raised planters and potted plants are encouraged.

V.F. FOUNDATION TREATMENT BY ZONING DISTRICT

V.F.1. O-1 (Office-1), O-2 (Office-2), C-1 (Commercial-1), C-2 (Commercial-2), and MF (Multifamily), NS (Neighborhood Services), R (Retail), CH (Commercial Highway), UC (University Campus) zoning districts.

V.F.1.a. The purpose of this subsection is to outline requirements for the treatment of landscape areas adjacent to buildings in the O-1 (Office-1), O-2 (Office-2), C-1 (Commercial-1), C-2 (Commercial-2), and MF (Multifamily), NS (Neighborhood Services), R (Retail), CH (Commercial Highway) zoning districts. The intent of this section is to allow a variety of landscape treatments in order to achieve particular design goals, e.g., increased building visibility, view corridors to signage, and highlighting special architectural features. Minimum requirements are determined based on the arrangement of parking in the street yard and vary according to the site plan layout. A minimum number of foundation treatment points (FTP) must be provided based on the site layout and the categories set forth below. Notwithstanding the requirements of Section VI - Tree Protection, Preservation, and Mitigation, large trees required to meet the foundation treatment requirements may be planted closer than 30 feet from a building, but in no event closer than 12 feet from a building.

V.F.1.b. Foundation treatment points (FTP) determination by category.

V.F.1.b.i. Category 1: Building with three or more single parking bays in the street yard.

For Category 1 site plans, FTP requirements are determined by multiplying the linear footage of the building's street-facing façades by a factor of four. For example, a Category 1 building with 100 linear feet of street-facing façade requires 300 FTPs (100 x 3 = 300).
V.F.1.b.ii. Category 2: Building with one or two single parking bays in the street yard.

For Category 2 site plans, FTP requirements are determined by multiplying the linear footage of the building's street-facing façades by a factor of three. For example, a Category 2 building with 100 linear feet of street-facing façade requires 200 FTPs. (100 x 2 = 200).

V.F.1.b.iii. Category 3: Buildings with no parking in the street yard.

For Category 3 site plans, FTP requirements are determined by multiplying the linear footage of the building's street-facing façades by a factor of two. For example, a Category 3 building with 100 linear feet of street-facing façade requires 100 FTPs. (100 x 1 = 100).

V.F.1.c. Foundation treatment point credits. The number of required FTPs shall be achieved by providing a combination of no less than three of the following elements contained in the table below to be located between the building and the first drive aisle. Additional elements may be considered and a point value will be established by the Planning Director on a case by case basis.

<table>
<thead>
<tr>
<th>Landscape Feature</th>
<th>Points Credited</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specimen tree</td>
<td>60</td>
</tr>
<tr>
<td>Medium or large tree</td>
<td>30</td>
</tr>
<tr>
<td>Ornamental tree</td>
<td>15</td>
</tr>
<tr>
<td>Large shrub</td>
<td>5</td>
</tr>
<tr>
<td>Small shrub</td>
<td>3</td>
</tr>
<tr>
<td>Groundcover planting</td>
<td>2 (per sq. ft.)</td>
</tr>
<tr>
<td>Groundcover - decorative</td>
<td>1 (per sq. ft.)</td>
</tr>
<tr>
<td>Perennials and annuals</td>
<td>0.5 (per sq. ft.)</td>
</tr>
<tr>
<td>Permanently irrigated container plantings</td>
<td>5 (per sq. ft.)</td>
</tr>
<tr>
<td>Decorative paving</td>
<td>2.5 (per sq. ft.)</td>
</tr>
<tr>
<td>Shade structure</td>
<td>30</td>
</tr>
<tr>
<td>Shade structure with vines</td>
<td>33</td>
</tr>
<tr>
<td>Site furniture</td>
<td>30</td>
</tr>
<tr>
<td>Bike rack</td>
<td>20</td>
</tr>
<tr>
<td>Trash receptacle</td>
<td>20</td>
</tr>
</tbody>
</table>

V.G. SCREENING

V.G.1. The purpose of this subsection is to establish requirements to screen specific uses or structures from public view. All landscape material required in this subsection shall be provided in an eight-foot wide linear landscaped area unencumbered by easements. Buffers shall provide a visual barrier between land uses, enhance the streetscape, and provide privacy. The spacing requirements between trees in Section VI shall not apply to this subsection. Compliance with this subsection requires that all ground-mounted equipment (i.e., transformers, air conditioner units), dumpsters, trash receptacles, refuse storage containers, outdoor storage, loading docks, substations, large utility cabinets, water and wastewater pumping stations, and other similar uses be sufficiently screened. Required landscape material shall be located to maximize the screening of these facilities.

V.G.2. Dumpster and trash receptacles. All dumpsters, trash receptacles, and refuse storage containers shall be located within an enclosure providing screening by means of one or both of the following landscape elements:
V.G.2.a. A decorative masonry wall (minimum six feet in height) on three sides and a gate on the fourth side. The gate shall be constructed with an opaque, nonmasonry material. The construction materials of the wall shall match material used on the principal building located on the same lot.

V.G.2.b. Small shrubs shall be arranged as foundation planting around the perimeter of the pad area except the side where the gate is located. One small shrub shall be planted at each end of and every three linear feet in a three-foot wide landscape area. The landscape requirements of this subsection do not apply when the enclosure is an architectural extension of a principal building.

V.G.3. **Ground-mounted equipment.** All proposed ground-mounted equipment shall be screened by the planting of one large shrub every five linear feet around the boundary of the equipment.
V.G.4. **Substations, water/wastewater stations.** Proposed electric substations, water pump stations and wastewater lift stations shall be screened from public views by means of an eight-foot decorative masonry wall on a minimum of three sides. Standard concrete masonry units are prohibited. The following landscape elements shall be incorporated:

V.G.4.a. A five-foot wide landscape area with one small evergreen tree per 15 linear feet; provided that said trees shall be planted no closer than eight feet and no more than 16 feet apart; or

V.G.4.b. A five-foot wide landscape area with one large shrub for every five linear feet; provided that said shrubs shall be planted no closer than six feet apart.

V.G.5. **Loading areas.** All loading areas visible from public view shall be screened by means of the following screening and landscaping elements:

V.G.5.a. Decorative masonry wall (minimum six feet in height). If the wall includes a gate, it shall be constructed with an opaque, nonmasonry material. The construction materials of the wall shall match material used on the principal building located on the same lot;

V.G.5.b. One medium or large tree per 40 linear feet of wall constructed (75 percent of selected trees shall be of an evergreen species);

V.G.5.c. One small tree per 15 linear feet of wall constructed (75 percent of selected trees shall be of an evergreen species); provided that said trees shall be planted no more than 15 feet apart; and

V.G.5.d. One large shrub per four linear feet of wall constructed; provided that said shrubs shall be planted no more than six feet apart.

V.H. **IRRIGATION**

V.H.1. **Underground automatic system.** All required landscape areas shall be irrigated by an underground automatic system that may include a drip irrigation system. This system shall adhere to manufacturer specifications and the rules and regulations established by TCEQ or successor agency. In addition, an irrigation system must be designed by a landscape architect or irrigation licensed by the state. An irrigation system shall comply with the following:

V.H.1.a. Sprinkler head spacing shall be designed for head-to-head coverage and adjusted for prevailing winds. The system shall promote minimum runoff and minimum overspray onto non-irrigated areas (i.e., paving, walkway, buildings).

V.H.1.b. Sprinkler heads shall have matched precipitation rates within each control valve circuit.

V.H.1.c. **Adjustable flow controls shall be required on circuit remote control valves.** Pressure regulation components shall be required where static pressure exceeds manufacturer’s recommended operating range.

V.H.1.d. Valves and circuits shall be separated based on water use requirements, so that turf areas can be watered separately from shrubs, trees and groundcover areas. A minimum of one bubbler each shall be provided for all large and medium size trees.

V.H.1.e. Serviceable check valves shall be required where elevation differential may cause low head drainage adjacent to paving areas.
V.H.1.f. All automatic irrigation systems shall be equipped with an electronic controller capable of dual or multiple programming. Controller(s) shall have multiple cycle start capacity and a flexible calendar program, including the capability of being set to water every five days.

V.H.1.g. All automatic irrigation systems shall be equipped with a rain and freeze sensor shut-off device.

V.I. ALTERNATIVE COMPLIANCE

V.I.1. In cases where a particular site opportunity exists; a creative design has been proposed; or where there is an unusual site encumbrance, an application for an alternative landscape plan which does not strictly comply to the standards of this section may be submitted for approval to the Planning Director. If the Planning Director denies the application for the alternative plan, the applicant may, within 15 business days after receipt of notice of such denial, appeal the decision to the Zoning Board of Adjustments (ZBA).

V.I.2. An applicant for alternate compliance must include a letter stating how the plan meets the purpose and intent of the Code and the details of the methods used to meet such intent. In addition, a comparison detailing the landscape elements required to satisfy strict compliance versus the alternative plan must be provided.

V.I.3. In rendering a decision on an alternate compliance plan, the Planning Director shall consider appropriate circumstances including, but not limited to:

V.I.3.a. Does the plan result in a creative arrangement of new large or medium trees?

V.I.3.b. Does the plan maximize water conservation?

V.I.3.c. Does the plan minimize the removal of existing trees or alteration of other significant natural features, such as rock outcroppings, floodplain or waterways?

V.I.3.d. Is the plan contextually comparable to surrounding developments in the immediate area?

V.I.3.e. Is the site encumbered by easements or existing pavement that prohibit placement of landscaping as required by this section?
Exhibit G
Fee Schedule
CITY OF BELTON
FEE & RATE SCHEDULE
(Effective January 1, 2018)

Sec. 2-29 **Lena Armstrong Public Library Fees** (Fee Ordinance #2016-34)

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Book Sales</td>
<td>$0.25-$5.00 or donation; older books market value</td>
</tr>
<tr>
<td>Books:</td>
<td></td>
</tr>
<tr>
<td>Late</td>
<td>$0.10 per book per day, plus cost for mailing late notice ($1.00)</td>
</tr>
<tr>
<td>Late Audio</td>
<td>$0.50 per book per day, plus cost for mailing late notice ($1.00)</td>
</tr>
<tr>
<td>Lost/damaged</td>
<td></td>
</tr>
<tr>
<td>Adult Books</td>
<td>Replacement cost plus processing fee ($1.00 for materials)</td>
</tr>
<tr>
<td>Children's Books</td>
<td>Replacement cost plus processing fee ($1.00 for materials)</td>
</tr>
<tr>
<td>Temporarily Out of Circulation</td>
<td>$5.00 per item</td>
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<tr>
<td>Copies/prints:</td>
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</tr>
<tr>
<td>Black &amp; white</td>
<td>$0.20 per page</td>
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<tr>
<td>Color</td>
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<tr>
<td>Fax service</td>
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<tr>
<td>Send a fax:</td>
<td></td>
</tr>
<tr>
<td>Local</td>
<td>$0.10 per page</td>
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<tr>
<td>Long distance, same area code</td>
<td>$0.15 per page</td>
</tr>
<tr>
<td>Long distance, different area code</td>
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<tr>
<td>Receive a fax</td>
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<tr>
<td>Ear Buds</td>
<td>$1.00 per item</td>
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<td>Scanning:</td>
<td></td>
</tr>
<tr>
<td>Print/e-mail</td>
<td>$0.30 per page</td>
</tr>
<tr>
<td>Edit</td>
<td>$2.00 per page</td>
</tr>
<tr>
<td>Interlibrary Loan</td>
<td>Postage cost</td>
</tr>
<tr>
<td>Library Card</td>
<td>First one is free, replacement cards $3.00 each</td>
</tr>
<tr>
<td>Proctor Exams (print/fax)</td>
<td>$5.00 each</td>
</tr>
<tr>
<td>Publication of Information</td>
<td>Library provided complimentary copy of publication</td>
</tr>
<tr>
<td>Publication of Photographs</td>
<td>Library provided complimentary copy of publication in which photograph appears</td>
</tr>
<tr>
<td>Research</td>
<td>Fees for copies, actual postage cost, and personnel cost</td>
</tr>
<tr>
<td>DVDs:</td>
<td></td>
</tr>
<tr>
<td>Late</td>
<td>$0.50/day</td>
</tr>
<tr>
<td>Damaged</td>
<td>Replacement cost</td>
</tr>
</tbody>
</table>
Sec. 3-29  **Limitation of Number of Animals** *(Fee Ordinance #2007-26)*

Permit fee for animals in excess of limitation shall be $25.00 annual fee.

Sec. 4-33  **Building Permit Fees** *(Fee Ordinance #2017-22)*

- New Residential Construction  
  $.10 per sq. foot
- New Commercial Construction  
  $.15 per sq. foot
- Certificate of Occupancy  
  $50
- GIS fee (inputting subdivision, utilities, infrastructure)  
  $25.00
- Multiple units (2 or more units)  
  $10.00 per unit fee additional
- Reinspection Fee  
  $35.00
- Reschedule Inspection Fee  
  $35.00
- Technology Fee  
  $10.00

**Residential/Commercial Remodel/Additions**

- 0-1,000 sq. feet  
  $85.00
- Each additional 1,000 sq. feet  
  $25.00 per additional 1,000 sq. foot or portion thereof

**Demolition by Owner** *(Fee Ordinance #2014-39)*

- Basic Permit  
  $60.00 plus $300.00 cash deposit or $1,000.00 surety bond

**Demolition by City** *(Fee Ordinance #2010-38)*

- Equipment Cost  
  $200.00/hour per piece of City equipment (includes operator) + 20% of disposal costs – 2 hour minimum
- Additional Personnel Cost  
  $50.00/hour per City employee

**Fence Permits** *(Fee Ordinance #2014-39)*

- Basic Permit  
  $35.00

**Roof Permits** *(Fee Ordinance #2015-44)*

- Basic Permit  
  $35.00

**House Moving Permits** *(Fee Ordinance #2014-39)*
City of Belton Fee & Rate Schedule
Effective 1/1/2018

Basic Permit
$110.00 plus $300.00 cash deposit or $1,000.00 surety bond

Moving In Permits (Mobile Home Installation)
(Fee Ordinance #2014-39)
$110.00

Contractor Registration (Fee Ordinance #2017-22)
$50.00 per calendar year
(excludes State Licensed Electrical Contractors and State Licensed Plumbing Contractors in accordance with State Law)

Sign Permits (Fee Ordinance #2017-22)

On premises
$60.00

Off premises
$1,010.00

Portable/temporary
$35.00

Sec. 4-144 Building Permit Fees - Electrical (Fee Ordinance #2017-22)

Basic Building Permit Fee – Electrical
$35.00 + fees below

Per 100 amps
$10.00

110 Circuits
$4.00

220 Circuits
$5.00

Equipment Motors (½ to 50 HP)
$12.00

Equipment Motors (Over 50 HP)
$25.00

Signs
$15.00

Temporary Pole
$20.00

Pool Bonding/Grounding
$10.00

Mobile Home
$20.00

Meter Loop/Service Charge
$20.00

Reinspection Fee
$35.00

Reschedule Inspection Fee
$35.00

Sec. 4-206 Building Permit Fees - Plumbing (Fee Ordinance #2014-39)

Basic Building Permit Fee - Plumbing
$35.00 + fees below

Per Fixture
$5.00
<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Backflow Prevention Assembly</td>
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</tr>
<tr>
<td>Water Heater</td>
<td>$5.00</td>
</tr>
<tr>
<td>Gas System (up to 5 outlets)</td>
<td>$6.00</td>
</tr>
<tr>
<td>Per Added Outlet</td>
<td>$1.00</td>
</tr>
<tr>
<td>Grease Recovery Device</td>
<td>$15.00</td>
</tr>
<tr>
<td>Lawn Sprinkler System (per head)</td>
<td>$1.00</td>
</tr>
<tr>
<td>Sewer/Water Yard Line</td>
<td>$5.00</td>
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<tr>
<td>Gas Test</td>
<td>$5.00</td>
</tr>
<tr>
<td>LPG Tank (propane) installation</td>
<td>$25.00 per tank</td>
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<tr>
<td>Reinspection Fee</td>
<td>$35.00</td>
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<tr>
<td>Reschedule Inspection Fee</td>
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</table>

Sec. 4-227  

**Building Permit Fees - Swimming Pools** (Fee Ordinance #2014-39)  

- Above ground                                  | $35.00  |
- In ground                                     | $85.00  |
- Commercial/Institutional                      | $110.00 |

Sec. 4-351  

**Building Permit Fees - Mechanical** (Fee Ordinance #2017-22)  

- Basic Building Permit Fee - Mechanical        | $35.00 + fees below  
  - Each heating unit                            | $20.00  
  - Each refrigeration unit                      | $20.00  
  - Replacement of heating or refrigeration unit | $20.00  
  - Modification of system, per air opening     | $1.00   
  - Each commercial vent hood                   | $15.00  
  - Each commercial refrigeration system        | $7.00   

Any commercial work requiring inspection but not listed above | $15.00  

Any residential work requiring inspection but not listed above | $15.00  
City of Belton Fee & Rate Schedule
Effective 1/1/2018

Reinspection Fee $35.00
Reschedule Inspection Fee $35.00

Sec. 5-3 Hazardous Material & Major Incident Response Fees (Fee Ordinance #2017-22)
Engine $160.00 per hour, 1 hour minimum
Command Vehicle $100.00 per hour, 1 hour minimum
Police Vehicle $100.00 per hour, 1 hour minimum
Other (public works, barricades, etc.) $100.00 per hour, 1 hour minimum
Additional personnel $50.00 per hour, 1 hour minimum
City supplied water (per 1,000 gallons as determined by calculation pumping time and rate) $5.50 per 1,000 gallons
Ambulance Standby $160.00 per hour
Bulldozer (includes operator) $100.00 per hour, 2 hour minimum
Backhoe (includes operator) $100.00 per hour, 2 hour minimum
Dump truck (includes operator) $100.00 per hour, 2 hour minimum
Sand (per cubic yard) $25.00, minimum 3 yards
Other approved absorbent as needed/required Actual cost + 10%
Other items necessary to control/contain incident Actual cost + 10%
Disposal of debris Actual cost + 10%
Damaged Fire Hose $800.00 per 100’ section plus S&H

Sec. 6-16 Fire Inspection Fees (Fee Ordinance #2017-22)
Blasting permit (per job/address)
  One-day permit $50.00
  Each additional day $25.00
  Bond/insurance requirement $1,000,000
Fireworks
  Outdoor public display $75.00
  Insurance requirement $300,000
<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indoor public display (ground burst)</td>
<td>$75.00</td>
</tr>
<tr>
<td>Insurance requirement</td>
<td>$300,000</td>
</tr>
<tr>
<td>Fuel Tanks</td>
<td></td>
</tr>
<tr>
<td>Installation</td>
<td>$50.00</td>
</tr>
<tr>
<td>Removal</td>
<td>$30.00</td>
</tr>
<tr>
<td>Tank test</td>
<td>$20.00</td>
</tr>
<tr>
<td>Line Test</td>
<td>$20.00</td>
</tr>
<tr>
<td>Hospital/Nursing Homes</td>
<td>$150.00 annual fee</td>
</tr>
<tr>
<td>Day Care Centers</td>
<td></td>
</tr>
<tr>
<td>Less than 50 children</td>
<td>$70.00 annual fee</td>
</tr>
<tr>
<td>50 to 100 children</td>
<td>$150.00 annual fee</td>
</tr>
<tr>
<td>Foster Home, Family Care, Boarding Home, Other, etc.</td>
<td>$50.00</td>
</tr>
<tr>
<td>Pre-inspection Permits for Open Burning</td>
<td>$25.00</td>
</tr>
<tr>
<td>Carnival/Circus Safety Inspection</td>
<td>$250.00</td>
</tr>
<tr>
<td>Tent Inspections</td>
<td>$25.00</td>
</tr>
<tr>
<td>Fire Alarm Certification</td>
<td></td>
</tr>
<tr>
<td>12,000 sf and under</td>
<td>$150.00</td>
</tr>
<tr>
<td>Over 12,001 sf</td>
<td>$250.00</td>
</tr>
<tr>
<td>Fire Flow Certification</td>
<td>$100.00</td>
</tr>
<tr>
<td>Sprinkler Certification</td>
<td></td>
</tr>
<tr>
<td>12,000 sf and under</td>
<td>$150.00</td>
</tr>
<tr>
<td>Over 12,001 sf</td>
<td>$250.00</td>
</tr>
<tr>
<td>Commercial Vent Hood Inspection</td>
<td>$50.00</td>
</tr>
<tr>
<td>Reinspection Fee</td>
<td>$75.00</td>
</tr>
<tr>
<td>*Other permits</td>
<td>$50.00</td>
</tr>
<tr>
<td>*Other inspections</td>
<td>$50.00</td>
</tr>
<tr>
<td>Reinspection fee (separate)</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

*Other permits or inspections not listed above required by the 2015 International Fire Code or its references. Other permit/inspection charges will be assessed a minimum charge of $25.00 plus total amount of time utilized in plan review, code research, inspection(s) and documentation.

**Solid Waste Collection Rates - Residential** (Ordinance #2017-45)  
(Effective January 1, 2018)

Curbside                                                               | $15.82 per month  
Curbside Additional Container                                         | $5.89 per month per additional
City of Belton Fee & Rate Schedule
Effective 1/1/2018

Door-to-Truck Service $27.45 per month
Door-to-Truck Service Additional Container $10.72 per month per additional container
Residential Recycling Service Additional Container $5.36 per month additional container

The monthly charge for multiple residential units (apartments, duplexes, etc.), shall be the number of residential dwelling units multiplied by the rate for the type of service provided.

Replacement Recycling or Trash Container $70.00 per cart

If the cart is stolen or missing one free replacement cart will be provided to the customer. Only one replacement container will be provided per 18-month period; the replacement charge will be applied for any additional replacement container within the 18-month period. Carts damaged by the customer will result in the replacement charge. The City reserves the right to charge for replacement containers if the City determines there is a pattern of abuse, neglect, or loss. A stolen container must be reported to the Utility Billing Department.

Sec. 8-72

Solid Waste Collection Rates – Commercial Cart Collection (Ordinance #2017-45)
(Effective January 1, 2018)

Once per week service $26.79 per cart per month
Commercial Cart Collection Additional Cart $16.08 per additional cart per month
Commercial Recycling Cart $8.58 per month
Institutional Recycling $8.58 per month
Replacement Recycling or Trash Container $70.00 per cart

If the cart is stolen or missing one free replacement cart will be provided to the customer. Only one replacement container will be provided per 18-month period; the replacement charge will be applied for any additional replacement container within the 18-month period. Carts damaged by the customer will result in the replacement charge. The City reserves the right to charge for replacement containers if the City determines there is a pattern of abuse, neglect, or loss. A stolen container must be reported to the Utility Billing Department.

Sec. 8-74

Brush Collection (Ordinance #2017-22)

Residential Garbage Customers $3.00 per month

City will only pick up a maximum of 6 CY per week per residential address.

Excess Brush Fee for residential garbage customers $50.00 per load up to 6 CY over the initial 6 CY

Non-Residential Customers within City Limits As-Called $50.00 per 6 CY load
Sec. 10-40  **Vehicle Towing, Impoundment, and Wrecker Rotation List** (Ordinance #2012-10)

- Annual Tow Service Permit and Inspection $50.00
- Each Additional Wrecker Permit $25.00/annually
- Annual Storage Facility Permit and Inspection $50.00

**Maximum fees allowed to be charged by tow companies**

- Non-consent tow $130.00
- Incident management tow $130.00
- Winching/overtake fee $75.00
- Dolly use fee $50.00
- Deep-water recovery fee $200.00
- Storage fee $20.00 per day
- Cleanup fee for large debris $25.00 per hour
- Waiting fee $65.00 per hour
- Fuel surcharge 10% of total fees excluding storage and waiting fees
- Driveshaft removal fee $50.00
- Specialized equipment fees for towing and cleanup Reasonable hourly rates per industry standard or actual rates paid by tow service to third party vendor plus 10%

Sec. 11-17  **Alcoholic Beverage Permits** (Ordinance #70687-1)

Fees equal to ½ of the State fee

Sec. 11-60  **Massage Establishment (as authorized by a Specific Use Permit under Section 33.14 Item 19 of the Zoning Ordinance) License Fee** (Fee Ordinance #2002-41)

- Annual fee for each establishment $1,000.00

Sec. 11-61  **Massagist Business (as authorized by a Specific Use Permit under Section 33.14 Item 19 of the Zoning Ordinance) Permit Fee** (Fee Ordinance #2002-41)

- Annual fee $500.00
City of Belton Fee & Rate Schedule
Effective 1/1/2018

### Peddlers, Solicitors, Itinerant Merchants Permit Fees (Fee Ordinance #2016-34)
- 30-day license fee (not mobile food vendors): $100.00
- One or more agents - license fee above plus $10.00 for each agent or employee so engaged:
- **12-Month Mobile Food Vendor Permit**: $100.00

### Garage Sale Permit Fee (Ordinance #081391-1)
- $5.00 (Limited to three per year)

### Boarding Home Permit Fee (Ordinance #2016-10)
- Permit to Operate a Boarding Home: $1,000.00

### Renewal of Permit to Operate a Boarding Home
- $1,000.00 per year

### Reinspection Fee
- $50.00 per inspector, per hour for each reinspection after first inspection

### Park Permit/Reservation Fees (Fee Ordinance #2015-44)
- Park Facilities (resident in city limits): $25.00 per day + clean-up deposit*
- Park Facilities (non-resident): $50.00 per day + clean-up deposit*
- Park Attendant Fee (park events with vendors): $25.00 per hour, per attendant

### Available Facilities
- Yettie Polk Park Gazebo
- Confederate Park Pavilion
- Confederate Park Western Pavilion
- Confederate Park Central Pavilion
- Heritage Park Lions Pavilion
- Heritage Park HEB Pavilion
- Chisholm Trail Park Amphitheater

### With electricity
- $10.00 additional (limited to two outlets)
- Each additional outlet: $10.00 additional
- *Clean-up deposit (for each facility): $25.00 refundable deposit

### Park Event
- Confederate Park, Yettie Polk Park, Heritage Park, Chisholm Trail Park
- Commercial/ticketed events: $250.00 per day + $100.00 clean-up deposit
- Non-ticketed events: $100.00 per day + $100.00 clean-up deposit
- With electricity: $10.00 additional (limited to two outlets)
- Each additional outlet: $10.00 additional (i.e. for vendors’ use)

### Playing Fields (day use only; no concessions)**
- Resident in city limits: $25.00 per field per day + clean-up deposit**
- Non-resident: $50.00 per field per day + clean-up deposit**
Available Facilities

Jaycee baseball field
Heritage Park baseball fields
Heritage Park soccer field (no lights)
Chisholm Trail Park softball fields
Chisholm Trail Park soccer fields (no lights)
With electricity (lights/scoreboards) $25.00 additional per field

**Clean-up deposit (for each field) $25.00 refundable deposit

***Fields available for reservation only during non-league play.

Practice Play

Heritage Park Baseball Complex Not available
Heritage Park Soccer Complex Not available
Chisholm Trail Park Softball Complex Not available
Lions Park Softball Field Not available
Jaycee Baseball Field Not available
Chisholm Trail Park Soccer Fields No fee, first come first served (Nct available when utilized under separate agreement.)
Continental Baseball Field No fee, first come first served
Griggs Baseball Field No fee, first come first served
Heritage Park Practice Baseball Field No fee, first come first served

Neighborhood Recreational or Scrimmage Play

Lions Park Softball Field No fee, by reservation only (Limit 1 scrimmage per 7 days, 3-hour maximum)

Youth League Play

The following facilities are available for league play for youth sports organizations through a separate agreement with the City:

Heritage Park Baseball Complex Chisholm Trail Park Softball Complex
Heritage Park Soccer Complex Jaycee Baseball Field
$500.00 clean-up deposit per organization
$5.00 per player fee per organization per season (effective January 1, 2013)

Adult League Play

The following facilities are available for adult league play through a separate agreement with the City, subject to availability and maintenance requirements of the requested facilities:

Chisholm Trail Park Soccer Complex Heritage Park Soccer Complex

$375.00 fee per registered league team per season + 500.00 clean-up deposit
$5.00 per player fee per organization per season (effective January 1, 2013)

Tournament Play

Tournaments may be held by organizations that do not have a separate agreement with the City.
City of Belton Fee & Rate Schedule
Effective 1/1/2018

City, from Friday afternoons at 5:00 p.m. to Sunday evenings at 8:00 p.m. Applicants are
limited to 3 events per year, per complex. Requests must be submitted at least two weeks
prior to proposed event. All field rentals are at the discretion of the City based on field
conditions and availability. All field preparations will be the responsibility of the renter.

Heritage Park Baseball Complex  $1,000.00 + $500.00 clean-up deposit
(5 fields, bleacher seating, restrooms, concession)

Heritage Park Soccer Complex  $750.00 + $500.00 clean-up deposit
(4 fields, restrooms, concession)

Chisholm Trail Park Softball Complex  $750.00 + $500.00 clean-up deposit
(3 fields, bleacher seating, restrooms, concession)

Jaycee Baseball Field  $250.00 + $500.00 clean-up deposit
(1 field, bleacher seating, restrooms, concession)

Light Fee  $25.00 per hour, per complex

Harris Community Center Rental Rates (Policies Amendment 7/13/2015)

Belton residents and businesses located inside the Belton city limits may contract the Center
at 90% of the below listed regular rates.

<table>
<thead>
<tr>
<th>Room (Capacity)</th>
<th>Deposit</th>
<th>Minimum</th>
<th>Max rate charged - 8 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evans (220)</td>
<td>$300</td>
<td>$200</td>
<td>$75 each additional hour</td>
</tr>
<tr>
<td>Kinchion (55)</td>
<td>$200</td>
<td>$100</td>
<td>$25 each additional hour</td>
</tr>
<tr>
<td>Simpson (40)</td>
<td>$175</td>
<td>$75</td>
<td>$25 each additional hour</td>
</tr>
<tr>
<td>Smith (32)</td>
<td>$150</td>
<td>$50</td>
<td>$20 each additional hour</td>
</tr>
<tr>
<td>McGee (17)</td>
<td>$150</td>
<td>$50</td>
<td>$20 each additional hour</td>
</tr>
<tr>
<td>Kitchen</td>
<td></td>
<td>$75 rental fee, no deposit required</td>
<td></td>
</tr>
</tbody>
</table>

Starting rate is for 2 Hours - Minimum

<table>
<thead>
<tr>
<th>Room (Capacity)</th>
<th>Deposit</th>
<th>Minimum</th>
<th>Max rate charged - 8 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entire Center (364)</td>
<td>$500</td>
<td>$650</td>
<td>$150 each additional hour</td>
</tr>
</tbody>
</table>

$100 Audio/Visual Equipment Deposit (Evans Only)

Optional Discounts (Promo Codes):

COB - 10% off Belton Business/Resident Discount (inside city limits)

MT – 20% off Monday thru Thursday

NP - 20% off Civic Club and/or Non-profits (proof may be required - only valid Monday thru Thursday)
Off-duty officer(s) will be required at events with alcohol present. Rates will be based on current fee & rate schedule regarding off-duty police and reserve officers (page 20).

Recreational class fees 30% to City, 70% to Instructor (Fee Ordinance 2012-30)

Sec. 20-78  **Driveway Permit Fee** (Fee Ordinance #2014-39)

$60.00 basic permit/inspection + $25.00 per additional approach

$60.00 Reinspection Fee

Sec. 2-153  **Small Cell Nodes Fees** (Fee Ordinance #2017-45)

| Network Nodes | $250 per network node site/year |
| Node Support Poles | $250 per pole/year |
| Transport Facility | $28 per transport facility/month |

Sec. 22-132  **Special Events Fee** (Fee Ordinance #2014-39)  $50.00

Sec. 23-136  **Water Deposits** (Fee Ordinance #2014-39)

| Single Family Residential and Commercial |
| 3/4" & 5/8" | $100.00 |
| 1" | $100.00 |
| 1½" | $100.00 |
| 2" | $450.00 |
| 3" | $550.00 |
| 4" | $650.00 |
| 6" | $850.00 |
| 8" | $1200.00 |

Multifamily Residential  $40 per unit ($6,000 maximum)

Outside City limits  1¼ times the in-City rate

Damaged Meter Repair Fee  Actual cost +10%

Tampering with water meter  $500.00

Tampering with fire hydrant  $1,250.00

Sec. 23-137  **Water Tapping Fees** (Fee Ordinance #2017-22)

Meters up to 1"

| Meter only install | $450.00 |
City of Belton Fee & Rate Schedule  
Effective 1/1/2018

Tap with no street cut $1,000.00  
Tap with street cut $1,400.00  
Cut in tee on existing line for irrigation meter $750.00  

Meters over 1" Meter cost + 10% + equipment + labor  
@ $100.00/hour/piece of equipment + labor  
@ $25.00/employee/hour  
Note: meters 1.5" and up will require strainers

Fire Line Tap Fees: $250.00/diameter inch  
Technology Fee (for both contractor and City installations) $10.00  

**Sewer Tapping Fees** (Fee Ordinance #2017-22)  
Contractor installed $300.00  
City installed:  
4" sewer tap - no street cut $800.00  
4" sewer tap - street cut $1,200.00  
Sewer taps larger than 4" Larger of $800 or materials + 10%, equipment and labor (charged at $100.00 per hour per piece of equipment and $25.00 per employee per hour)

Technology Fee (for both contractor and City installations) $10.00

Sec. 23-138 **Construction Water Meters**  
Rental $100.00 per month  
Water cost $3.70 per 1,000 gallons  
Placement Fee $25.00  
Meter Relocation Fee $25.00  
Construction Meters $2,500.00 refundable deposit

Sec. 23-139 **Utility Reconnect Fees** (Fee Ordinance #2014-39)  
Normal hours $20.00  
After hours $40.00
City of Belton Fee & Rate Schedule
Effective 1/1/2018

Irrigation meter reactivation/deactivation $20.00

Sec. 23-140 **Transfer of Utility Service Fee** (Ordinance #2008-32) $20.00

Sec. 23-141 **New Service Fee** (Fee Ordinance #2008-32) $20.00

Sec. 23-151 **Water Rates** (Fee Ordinance #2017-22)

<table>
<thead>
<tr>
<th>Gallons</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 2,000</td>
<td>$16.50 minimum</td>
</tr>
<tr>
<td>Over 2,000</td>
<td>$3.70 per thousand gallons</td>
</tr>
</tbody>
</table>

Sec. 23-152 **Water and Sewer Rates Outside the City** (Ordinance #2004-25)

1½ times the prevailing rate within the City

Sec. 23-154 **Leak Rate** (Fee Ordinance #2012-30)

One-half the per 1,000 gallons rate in excess of the prior 12 months average consumption, or comparable historical use for a particular month(s).

Sec. 23-171 **Sewer Rates** (Fee Ordinance #2017-22)

**Class A**

<table>
<thead>
<tr>
<th>Gallons</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 2,000</td>
<td>$13.50 minimum</td>
</tr>
<tr>
<td>2,001 – 15,000</td>
<td>$5.00 per thousand gallons</td>
</tr>
</tbody>
</table>

**Classes B, C & D**

<table>
<thead>
<tr>
<th>Gallons</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 2,000</td>
<td>$13.50 minimum</td>
</tr>
<tr>
<td>Over 2,000</td>
<td>$5.00 per thousand gallons</td>
</tr>
</tbody>
</table>

Sec. 23-186 **Late Fee** (Fee Ordinance #2014-39) $10.00

Sec. 23-187 **Returned Check Fee** (Fee Ordinance #2004-40) $30.00

Sec. 23-308 **Drainage Fee** (Ordinance #2017-22 and #2016-32)

**Residential Property**

<table>
<thead>
<tr>
<th># of Units</th>
<th>Monthly Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$4.00 per monthly billing cycle per single family dwelling unit</td>
</tr>
<tr>
<td>2</td>
<td>$4.00 per unit, $8.00 total per monthly billing cycle</td>
</tr>
<tr>
<td>3</td>
<td>$4.00 per unit, $12.00 total per monthly billing cycle</td>
</tr>
<tr>
<td>4</td>
<td>$4.00 per unit, $16.00 total per monthly billing cycle</td>
</tr>
</tbody>
</table>
Other Property

<table>
<thead>
<tr>
<th>Sq. Ft. Range of Impervious Cover</th>
<th>Monthly Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>250,000 sq. ft. and over</td>
<td>$200.00</td>
</tr>
<tr>
<td>100,000 – 249,999 sq. ft.</td>
<td>$100.00</td>
</tr>
<tr>
<td>50,000 – 99,999 sq. ft.</td>
<td>$50.00</td>
</tr>
<tr>
<td>10,000 – 49,999 sq. ft.</td>
<td>$20.00</td>
</tr>
<tr>
<td>0 – 9,999 sq. ft.</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

Sec. 23-337 **Irrigation System Permits** (Ordinance #2014-39)

Installation permit: $40.00 + fees below
Per sprinkler head: $1.00
Backflow prevention assembly: $10.00
Reinspection Fee: $35.00
Reschedule Inspection Fee: $35.00

Sec. 24-22 **Taxicab Permit Fees** (Ordinance #51348)

Annual license fee: $20.00 per vehicle per year

Sec. 24-27 **Taxicab Fares and Charges** (Ordinance #21280-1)

Fares: $.90 first 1/16 mile and portion thereof, $.10 per 1/16 mile and portion thereof additional
Airport Cab Service: Same basis except $.25 each added passenger

Sec. 24-76 **Emergency Medical Services Rates** (Fee Ordinance #2017-22)

**EMS Transports:**

<table>
<thead>
<tr>
<th>Service Level</th>
<th>City</th>
<th>Rural</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Life Support (BLS): emergency pre-hospital care that uses non-invasive medical acts.</td>
<td>$600</td>
<td>$800</td>
</tr>
<tr>
<td>Advanced Life Support (ALS1): emergency pre-hospital care that uses invasive medical acts; includes IV, oxygen and EKG monitoring.</td>
<td>$700</td>
<td>$800</td>
</tr>
<tr>
<td>Advanced Life Support (ALS2): emergency pre-hospital care that uses invasive medical acts; includes IV, oxygen, EKG monitoring and drug therapy.</td>
<td>$800</td>
<td>$800</td>
</tr>
</tbody>
</table>

No Transport Calls: a call for EMS which may include BLS, ALS1 or ALS2 treatment and/or patient evaluation, but no transportation of the individual is made in a City of Belton ambulance.
# City of Belton Fee & Rate Schedule

**Effective 1/1/2018**

<table>
<thead>
<tr>
<th>Service Level</th>
<th>City</th>
<th>Rural</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non Transport Level 1: calls which result in no BLS, ALS1 or ALS2 treatment other than patient evaluation and non-transportation.</td>
<td>$200*</td>
<td>$800</td>
</tr>
<tr>
<td>Non Transport Level 2: calls which result in BLS treatment and non-transportation.</td>
<td>$600</td>
<td>$800</td>
</tr>
<tr>
<td>Non Transport Level 3: calls which result in ALS1 or ALS2 treatment and non-transportation.</td>
<td>$700</td>
<td>$800</td>
</tr>
</tbody>
</table>

**Mileage:**
- Loaded – per mile beginning from where the EMS vehicle picks up the patient and ending at the point of patient delivery. $10.00 per mile
- Unloaded (Rural Only) – in addition to Loaded Miles, per mile beginning from where the unloaded EMS vehicle leaves the maximum) $10.00 per mile ($90.00

**Zoning** (Fee Ordinance #2017-22)
- Rezoning $250.00
- Specific use permit $250.00
- Variance request $100.00
- Future Land Use Map Amendment $100.00

**Subdivisions and Developments** (Fee Ordinance #2017-22)
- General Development Plan review $200.00
- Preliminary subdivision plat $250.00 + $3.00 per lot + recording fees
- Final subdivision plat $250.00 + $3.00 per lot + recording fees
- Preliminary 1-lot subdivision plat $250.00 + $10.00 per acre + recording fees
- Final 1-lot subdivision plat $250.00 + $10.00 per acre + recording fees
- Placing traffic control devices and street name signs $275.00 for each sign assembly (typically includes pole, stop or yield sign and street name sign). Also applies to replacement signs due to accidents or vandalism.
- Material Testing Fees Actual Costs + 10%
City of Belton Fee & Rate Schedule
Effective 1/1/2018

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Park Land Dedication (Ord. #2005-05)</td>
<td>$200 per dwelling unit, as provided for in Section 517.05 of the Subdivision Ordinance.</td>
</tr>
<tr>
<td>Tree Replacement Fee (Ord. #2016-25)</td>
<td>$100 per diameter inch</td>
</tr>
<tr>
<td>Wireless Tower</td>
<td></td>
</tr>
<tr>
<td>New Wireless Tower Construction</td>
<td>$150</td>
</tr>
<tr>
<td>Wireless Tower Modification</td>
<td>$60</td>
</tr>
<tr>
<td>Floodplain Assessment Permit (Fee Ord. #2016-34)</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

**Miscellaneous Fees**

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bound Publications (Fee Ordinance #2016-34)</td>
<td></td>
</tr>
<tr>
<td>Budget</td>
<td>$20.00</td>
</tr>
<tr>
<td>CAFR</td>
<td>$15.00</td>
</tr>
<tr>
<td>Charter</td>
<td>$15.00</td>
</tr>
<tr>
<td>Comprehensive Plan</td>
<td>$25.00</td>
</tr>
<tr>
<td>Design Manual</td>
<td>$15.00</td>
</tr>
<tr>
<td>Parks Strategic Master Plan</td>
<td>$15.00</td>
</tr>
</tbody>
</table>

**Public Information Requests** (Fee Ordinance #2016-34)

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident: Reports</td>
<td>$5.00 per report</td>
</tr>
</tbody>
</table>

Other requests (in accordance with current guidelines adopted by the Attorney General's Office)

- **Standard copy** (up to 8½x14)
  - Black & white copies: $0.10 per page
  - Color copies: $0.25 per page
  (each side that has recorded information is considered a page)

- Electronic Copies - No charge
- Paper Copies - No charge if total amount is less than $1.00

- **Nonstandard copy**
  - Oversized paper (11x17, greenbar, bluebar): $0.50 per page
  - Color copies, oversized paper: $0.75 per page
  - CD ROM: $1.00 each
  - Magnetic tape: actual cost
  - Data cartridge: actual cost
### City of Belton Fee & Rate Schedule

**Effective 1/1/2018**

#### Tape cartridge
- Digital video disc (DVD)
- Specialty paper (mylar, blueprint, blue line, map, photographic)
- Other electronic media
- Microfiche/microfilm
  - Paper copy
  - Fiche or film copy

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#### Personnel charge
- **Programming personnel**: $28.50/hour
- **Other personnel (labor to locate, compile, and reproduce)**: $15.00/hour (see City Clerk)
- **Overhead charge**: 20% of personnel charge (see City Clerk)

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#### Computer resource charge
- **Mainframe**: $10.00 per CPU minute
- **Midsize**: $1.50 per CPU minute
- **Client/server**: $2.20/hour
- **PC or LAN**: $1.00/hour
- **Miscellaneous supplies (labels, boxes, etc.)**: actual cost
- **Remote document retrieval**: actual cost
- **Postage/Shipping (if applicable)**: actual cost
- **Credit card transaction fee (if applicable)**: actual cost

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#### Fax
- **Local**: $0.10/page
- **Long distance, same area code**: $0.15/page
- **Long distance, different area code**: $0.20/page

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#### Court fees (amounts retained by City) (Fee Ordinance #2010-38)
- **Teen court fee**: $50.00
- **Community service fee (adult/juvenile)**: $50.00

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#### Nuisance Abatement (Fee Ordinance #2012-17)

**By City:**
- **Grass mowing/lot cleanup (includes personnel)**: $100.00/hour (2 hour minimum)
- **Debris removal/haul costs**: $100.00/hour per piece of City equipment (includes operator) + disposal cost + 20% of disposal cost

---

#### Additional personnel
- $25.00/hour
By Vencor:
Grass mowing, lot cleanup, and debris removal Actual cost + 20%

Credit Card Payments (Fee Ordinance #2004-40)
Credit Card Payments 4%
Internet Payments 4% + $1.25 convenience fee
Refused Credit Card $30.00
Returned Check Fee $30.00

Other (Fee Ordinance #2016-34)
Historic Preservation Certificate of Appropriateness Application (non-administrative) $50.00
Right-of-Way Abandonment Application $100.00

A. Street Renaming Policy Application $150.00
B. City Facility Naming Application $75.00
Fingerprinting $5.00 per card
Vehicle Title Inspections (68A) $40.00 per vehicle
Vehicle Impound Fee $10.00/day
*Off-Duty Police $30.00 per hour (two hour minimum) or actual overtime rate if contracted through City
*Off-Duty Fire Fighters $30.00 per hour (two hour minimum) or actual overtime rate if contracted through City
*Ambulance Standby $100.00/hour (in addition to off-duty personnel cost)

*Patrol Unit Escorts:
Educational institutions domiciled in Belton Per mile at prevailing City mileage rate
Other institutions and entities $25.00/hour + actual personnel costs

*Employment and use of all off-duty public safety employees and vehicles shall be pursuant to the “Special Public Safety Services Policy” approved by the City Council.
Exhibit H
FEMA FIRM
Exhibit I
Civil Cost Estimates and Provider Letters
**This form must be completed by a professional engineer licensed to practice in the state of Texas. His or her signature and registration seal must be on the form.**

**All costs must be included in the Community Improvement Plan on the Development Cost Schedule and NOT on this form.**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Off-Site Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering/Architectural Costs</td>
<td>$6,000</td>
</tr>
<tr>
<td>Total Activity Costs</td>
<td>$6,000</td>
</tr>
<tr>
<td>Acquisition Costs</td>
<td>$0</td>
</tr>
<tr>
<td>Total Construction</td>
<td>$6,000</td>
</tr>
<tr>
<td>Materials or # of</td>
<td>2 each</td>
</tr>
<tr>
<td>Labor or Unit Price</td>
<td>$1,000</td>
</tr>
<tr>
<td>Units</td>
<td>2,600 SF</td>
</tr>
<tr>
<td>Total</td>
<td>$13,950</td>
</tr>
<tr>
<td>Sidewalk (10' wide)</td>
<td>$2,600 SF</td>
</tr>
<tr>
<td>Storm Sewer (all industries)</td>
<td>$13,475</td>
</tr>
<tr>
<td>600 LF</td>
<td>$950</td>
</tr>
<tr>
<td>Sanitary Sewer (all industries)</td>
<td>$8,950</td>
</tr>
<tr>
<td>600 LF</td>
<td>$3,000</td>
</tr>
<tr>
<td>235.606</td>
<td>$8,550</td>
</tr>
<tr>
<td>Total</td>
<td>$13,321.06</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Line 35-37 Hidden</th>
</tr>
</thead>
</table>

**Column A:** The offsite activity reflected here should correspond to the offsite activity reflected in the Development Cost Schedule or other supporting documentation.

**Column B:** In determining actual construction costs, two different methods may be used:

**Column C:** To arrive at total construction cost in Column D.

**Column D:** The figure for Column 5, Total activity costs are obtained by adding together Columns B, C, and D to get the total costs.

**Column E:** Any proposed activity involving the acquisition of real property, assessments, rights-of-way, etc., must have the proposed costs of this acquisition for the activity.