



**TOWN OF WELLINGTON
PLANNING COMMISSION**

**August 5, 2024
6:30 PM**

Leeper Center, 3800 Wilson Avenue, Wellington CO

REGULAR MEETING

Individuals wishing to make public comments must attend the meeting in person or may submit comments by sending an email to lundypa@wellingtoncolorado.gov. The email must be received by 3:00 p.m. Friday, August 2, 2024. After 3:00 p.m. on August 2, written public comments can not be accepted. The comments will be provided to the Commissioners at the meeting. Emailed comments will not be read during the meeting.

The Zoom information below is for online viewing and listening only.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/87524870608?pwd=ghbklVudJ4xYRMKVHYcYNWusyy-v6w.OzXTmgUMUkjkvTS>

Passcode: 896911

Webinar ID: 875 2487 0608

Or One tap mobile:

US: +17207072699,,87576162114# or +12532158782,,87576162114# Or Telephone:

US: +1 720 707 2699 or +1 253 215 8782 or +1 346 248 7799

1. CALL TO ORDER
2. ROLL CALL
3. ADDITIONS TO OR DELETIONS FROM THE AGENDA
4. PUBLIC FORUM
5. PRESENTATIONS
 - A. Introduction: New Planning Commission Appointment - Sherman Stringer
6. CONSIDERATION OF MINUTES
 - A. Meeting Minutes of June 3, 2024
7. COMMUNICATIONS
 - A. Updates on Active Town Projects
 - B. 2nd Quarter 2024 Residential Building Permit and Lot Inventory Report
 - C. Planning Conference Schedule
 - D. Upcoming Planning Commission Meeting Schedule and Work Sessions
8. ADJOURNMENT



Planning Commission Meeting

Date: August 5, 2024
Submitted By: Patty Lundy, Planning Analyst
Subject: Meeting Minutes of June 3, 2024

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

Move to approve the regular meeting minutes and work session minutes of June 3, 2024, as presented.

ATTACHMENTS

1. Minutes of June 3, 2024



**TOWN OF WELLINGTON
PLANNING COMMISSION
June 3, 2024**

**MINUTES
REGULAR MEETING – 6:30 PM**

1. CALL REGULAR MEETING TO ORDER – 6:30 p.m.

The Planning Commission for the Town of Wellington, Colorado, met on June 3, 2024, at the Wilson Leeper Center, 3800 Wilson Avenue, Wellington, Colorado at 6:30 p.m.

2. ROLL CALL

Commissioners Present:

Eric Sartor, Chairperson
Linda Knaack
Lisa Chollet
Stephen Carman
Bert McCaffrey

Absent:

Tim Whitehouse

Town Staff Present:

Cody Bird, Planning Director
Patty Lundy, Planning Analyst

3. ADDITIONS TO OR DELETIONS FROM THE AGENDA

None

4. PUBLIC FORUM

None

5. CONSIDERATION OF MINUTES

A. Meeting Minutes of April 1, 2024

Commissioner Chollet moved to approve the regular meeting minutes of April 1, 2024, as presented.
Commissioner Knaack seconded.

Yeas – Chollet, Knaack, Carman, McCaffrey, Sartor

Nays – None

Motion carried.

6. COMMUNICATIONS

Cody Bird, Planning Director, announced the vacancy on the Planning Commission is advertised and interviews are expected to take place soon.

The Town has advertised a Request for Proposals (RFP) seeking a consultant to assist with an Affordable Housing Needs Assessment and Strategy Development. The RFP closes June 12 and there will be a desire to have at least one Planning Commissioner participate on the steering committee once the consultant is selected.

Bird said that the Town has been working with Safe Routes to School Wellington to assist them with the grant that they received. The focus has been primarily around the Eyestone School campus, Boys and Girls Club, parks and the library.

Paul Wallen, Planner III recently announced his retirement from the Town of Wellington. The Town has posted advertisement to recruit a Planner I,II, or III to fill the vacancy.

Bird said there are no public hearings currently scheduled.

7. ADJOURNMENT

Chairman Sartor adjourned the regular meeting at 6:40 PM

8. WORK SESSION

A. Subdivision Plat Procedures

The Planning Commission reviewed and discussed the Town's purpose, procedures, review criteria and approval criteria for major and minor subdivision plats.

There was a discussion about showing a workflow chart to illustrate the entire land development process from annexation to the construction.

No action was taken during the work session.

Approved this _____ day of _____, 2024.

Recording Secretary

Planning Commission Meeting

Date: August 5, 2024
Submitted By: Cody Bird, Planning Director
Subject: 2nd Quarter 2024 Residential Building Permit and Lot Inventory Report

EXECUTIVE SUMMARY

This quarterly report on residential building activities is intended to provide an update of the current trends and expected trends within the Town. It also identifies the number of buildable lots remaining within the Town, and future lots that will be available for permits once public infrastructure is installed.

Town staff tracks the number of new residential dwelling permits issued throughout the year. Staff also tracks the number of available buildable lots (buildable lots in this context means zoned residential, platted for development, and public infrastructure is installed and operational). Tracking the number of permits and the number of buildable lots is an indicator of development trends and is used as a resource to guide when and how many new residential building permits the Town is able to issue.

BACKGROUND / DISCUSSION

Attached is a report of residential building permits issued through the 2nd Quarter 2024 (January 1, 2024 to June 30, 2024). Also included is a report of new residential dwelling permits issued since 2009. The report also includes projected residential dwelling permits based on expected development trends. The annual total number of residential building permits is used to identify trends and project future permits. An inventory report is included to show available residential lots by subdivision, the number of lots remaining for permits, and the status of zoning, platting and infrastructure availability. Residential lot supply and inventory is depicted graphically to show trends over time.

Also included in this report is a summary of the available platted and buildable lots for commercially zoned properties within the Town. The inventory includes lots that are currently undeveloped (some lots have been approved for commercial site development plans, but may not have been constructed yet - development lots that are currently vacant at the time of this report are included in the inventory).

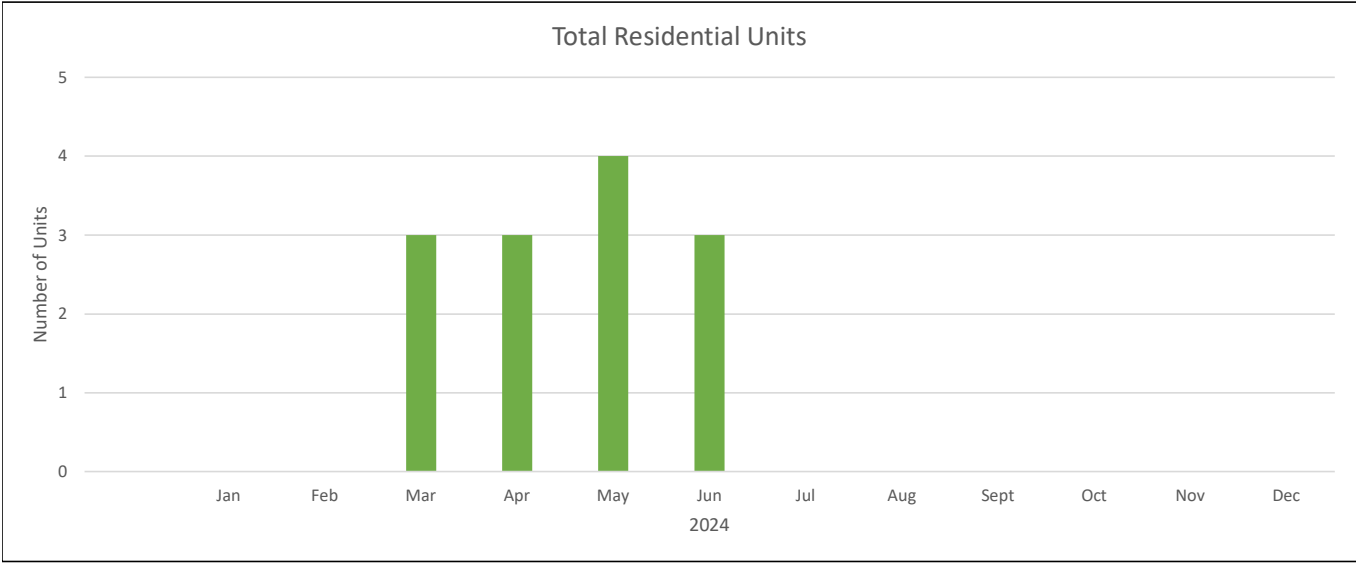
STAFF RECOMMENDATION

Information only - No action required.

ATTACHMENTS

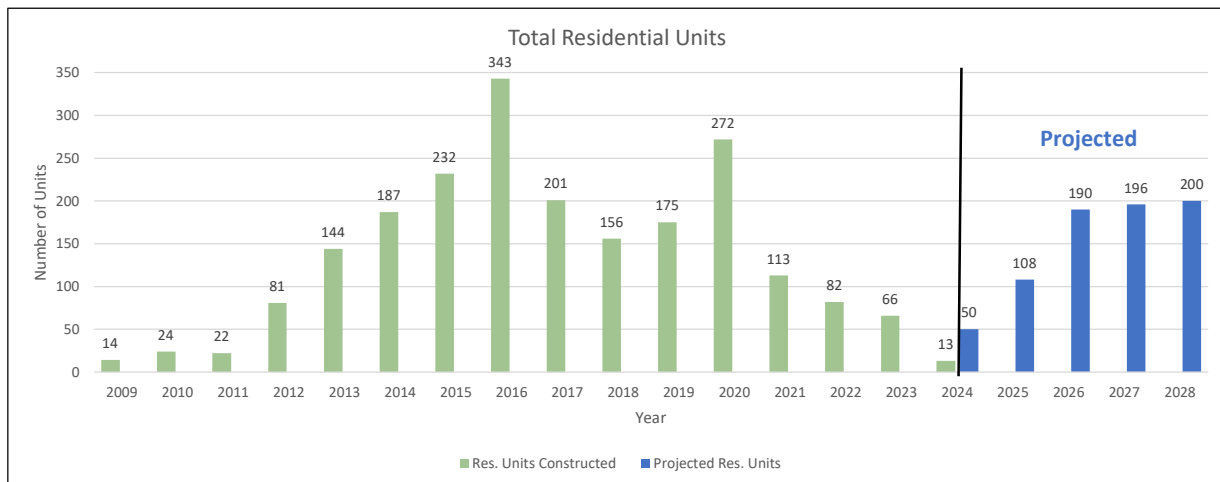
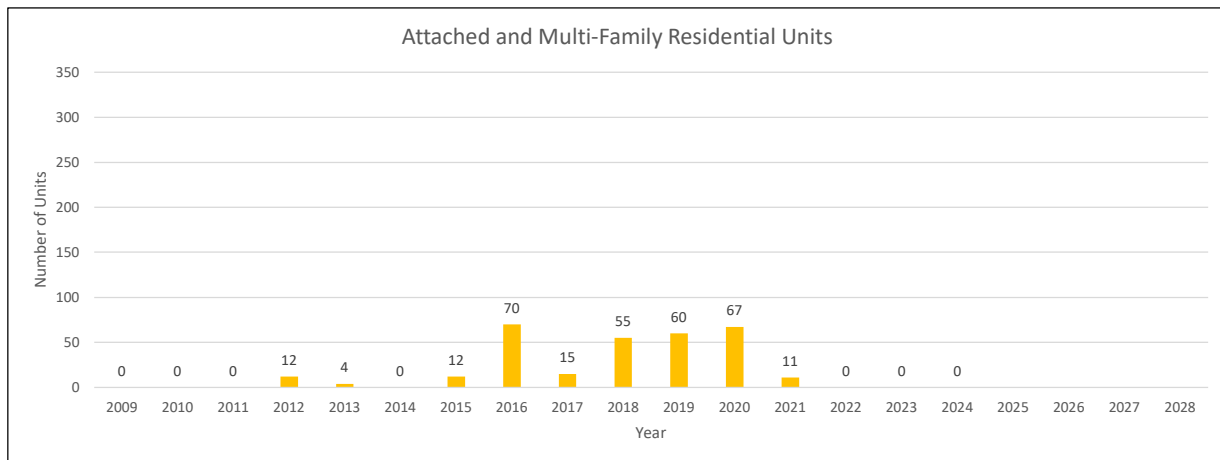
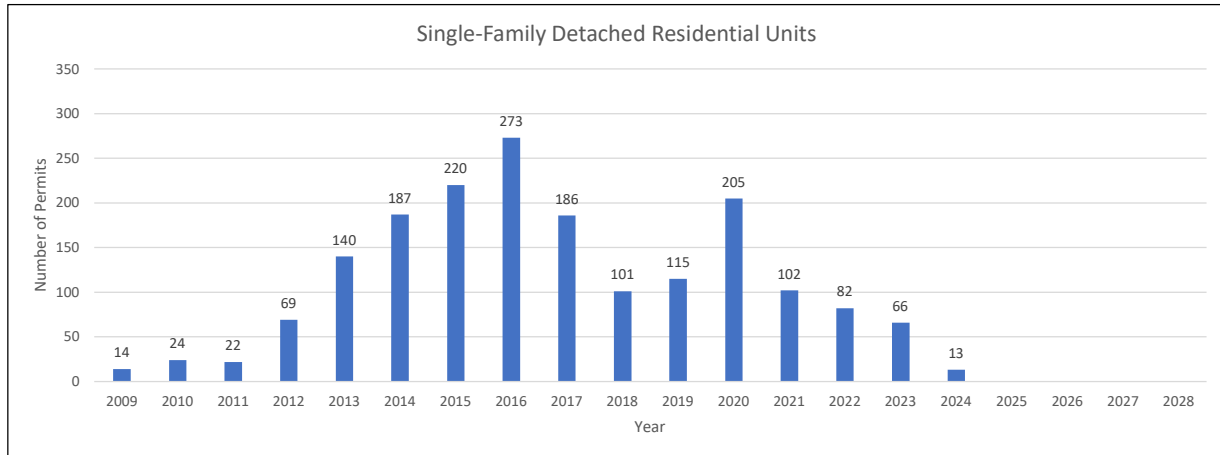
1. 2nd Quarter 2024 Residential Building Permit and Lot Inventory Report

New Residential Permits Issued by Month
2024



2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Single-Family Units	0	0	3	3	4	3	0	0	0	0	0	0
Attached Units	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RES. UNITS	0	0	3	3	4	3	0	0	0	0	0	0
			3			10			0			0
											Total	13

Residential Dwelling Units - Historic and Projected



	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Single-Family Detached	14	24	22	69	140	187	220	273	186	101	115	205	102	82	66	13				
Attached and Multi-Family	0	0	0	12	4	0	12	70	15	55	60	67	11	0	0	0				
Res. Units Constructed	14	24	22	81	144	187	232	343	201	156	175	272	113	82	66	13				
Projected Res. Units																50	108	190	196	200

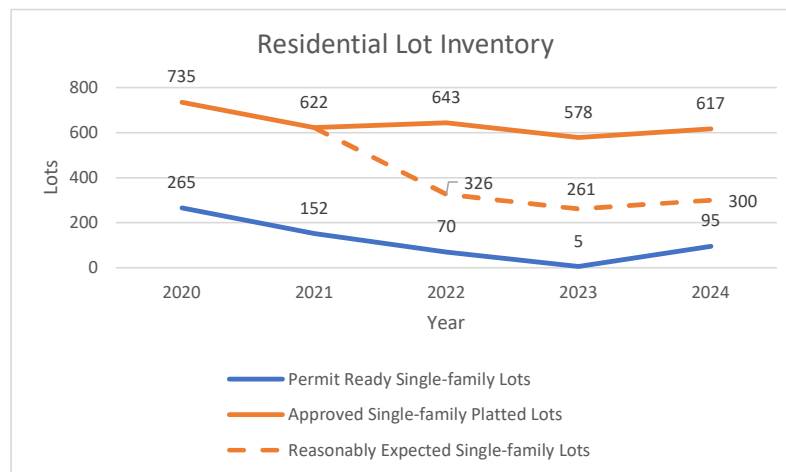
* Attached and Multi-family unit counts manually adjusted to reflect changes in the way permits were entered over time

** Years 2021, 2022 and 2023 - Permits limited due to capacity constraints during construction of water and wastewater treatment plant expansions

Subdivision Name	Remaining Lots/Units	Annexed	Zoned	Platted	Infrastructure
Infill (the Knolls)	2	Yes	Single-family	Yes	Yes
Infill (Fifth St.)	1	Yes	Single-family	Yes	Yes
Infill (Garfield Ave.)	1	Yes	Single-family	Yes	Yes
Columbine Estates	1	Yes	Single-family	Yes	Yes
Sage Meadows 2nd	90	Yes	Single-family	Yes	Yes
Saddleback	205	Yes	Single-family	Yes	No
Sage Farms Phase 1A (estimated)	200	Yes	Multi-family	No	No
Sage Farms Phase 1B (estimated)	200	Yes	Multi-family	No	No
Sage Farms Phase 1C (estimated)	100	Yes	Single-family	No	No
Sundance Phase 1A	60	Yes	Single-family	Yes	No
Sundance Phase 1B	91	Yes	Single-family	Yes	No
Sundance Phase 2	101	Yes	Single-family	Yes	No
Sundance Phase 3	65	Yes	Single-family	Yes	No
Country Lane Acres	41	Yes	Single-family	No	No
Sage Farms (Future Phases)	846	Yes	Mixed densities	No	No

ESTIMATED TOTAL UNITS 2004

Platted Lots	617
Buildable Lots (with infrastructure)	95



Zoning	Acres (total)	Acres (buildable)	Lots (platted)	Lots (buildable)
C-1 - Neighborhood Commercial	6.1	5.5	11	9
C-2 - Downtown Commercial	0.6	0.6	4	4
C-3 - Mixed-Use Commercial	55.3	18.2	24	16
LI - Light Industrial	43.3	43.3	19	19
I - Industrial	59.6	0.0	2	0
PUD - Planned Unit Development	5.0	0.0	2	0

** Buildable indicates lots are platted and have public infrastructure installed and ready for permit.*