



**TOWN OF WELLINGTON  
PLANNING COMMISSION  
November 7, 2022**

**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 November 7, 2022, at the Wilson Leeper Center, 3800 Wilson Avenue, Wellington, Colorado at 6:30 p.m.

2. ROLL CALL

Commissioners Present:

Eric Sartor, Chairperson  
Lisa Chollet  
Lowrey Moyer  
Tim Whitehouse

Absent:

Bert McCaffrey  
Linda Knaack  
Gary Dicenta

Town Staff Present:

Cody Bird, Planning Director  
Paul Whalen, Planner III  
Patty Lundy, Planning Analyst

3. ADDITIONS TO OR DELECTIONS FROM THE AGENDA

None

4. PUBLIC FORUM

None

5. CONSIDERATION OF MINUTES

A. Meeting Minutes of September 12, 2022

Commissioner Whitehouse moved to approve the meeting minutes of September 12, 2022.  
Commissioner Chollet seconded.

**Yeas – Whitehouse, Moyer, Sartor, Chollet**

**Nays – None**

**Abstains – None**

**Motion carried**

## 6. NEW BUSINESS

### A. **Site Plan Review – Lots 1 & 2, Block 2, Bonfire Subdivision 2<sup>nd</sup> Filing**

Cody Bird, Planning Director introduced Paul Whalen, Planner III and said he would be giving the staff report for this agenda item.

Whalen introduced the staff report from the packet and presented a slideshow with the information. The applicant is seeking approval for a site plan for construction of a new light industrial facility for the company Kaufman & Robinson, Inc. Whalen stated that the applicant is continuing to work with Town staff to submit drawings for an administrative lot line adjustment to remove the lot line separating the two lots (adjust the line to zero) to combine the lots and will also dedicate the utility and emergency access easements. The final site plans will be coordinated with the easement dedications. Staff has provided the applicant and design team with several other minor site comments and the applicant has acknowledged they will work on addressing the comments on the revised site plans. Staff recommends approval of the site plans subject to final engineering review and all comments being addressed.

Jason Oldham, Natural Design Solutions shared the proposed landscape plan and building material board. He also mentioned that the original landscape design did not show the street trees and shrubs that they will be providing along the street on the west side of their building. The landscape design will be update to satisfy the landscape requirements. All the plants will be plants that can survive with low or no water use once they have been established.

Commissioner Moyer asked a question about sidewalks. Based on the future land map in the Comprehensive Plan and the goals, it seems as though sidewalk access would be beneficial to the town and its residents as the Town continues to grow and expand. There are also several proposed trails in this area.

Whalen and Bird replied that this subdivision was designed and approved in 2016 without sidewalks, and further, the streets internal to the subdivision were approved as private roadways with private maintenance. In the future, there might be opportunities to partner with the subdivision lot owners to make sidewalk connections as the Town grows. Requiring sidewalks at this time would be challenging without having a public sidewalk to connect to and not knowing the future design or elevations of the Sixth Street roadway.

Commissioner Chollet wanted to know about the irrigation tap and how much irrigation water they thought they might use.

Oldham replied that he did not have the water demand calculations at hand, but said that water use would be minimal once the plants are established. Bird also mentioned that the Town's water treatment plant will have capacity to meet the irrigation demand if that was a concern. There was also a question about the presence of an agricultural well on the property. Bird replied that it was his understanding the well has not been maintained or used recently and a lot of work would need to be done to bring the well up to an operational level. It is something that could be used if the owners were able to repair it to function and comply with all applicable standards for agricultural wells, decree and historic usage. This would be something for the owner of the subdivision to investigate.

Commissioner Chollet asked if landscape plants were to die, who would be responsible for replacement. Bird replied that the property owner is responsible for replacement of any trees or plants that die as well as all maintenance.

Commissioner Moyer moved to approve the site plans for Lots 1 & 2, Block 2, Bonfire Subdivision Filing 2 subject to staff report comments and authorize staff to administratively review and approve changes to site lighting, signage and final landscaping.

Motion seconded by Commissioner Chollet.

**Yeas – Whitehouse, Moyer, Sartor, Chollet**

**Nays – None**

**Motion carried.**

## 7. ANNOUNCEMENTS

- A. Bird provided an update of residential building permit activity and provided charts of how many permits have been issued through the year and how many lots are ready for permits. There have been 82 new home permits issued this year-to-date and there are about 70 lots remaining that are available with infrastructure in the ground and ready for permit.
- B. Bird explained that he has applied for an affordable housing grant through the Department of Local Affairs (DOLA). The grant application is currently under review. If the Town is successful and is awarded the grant funds, the funding will be utilized to undertake a housing needs assessment, a code evaluation, and develop planning programs to support development of affordable housing alternatives.

Commissioner Chollet asked about the status of the Zoning Map updates. Bird replied that staff is preparing notices that will be sent directly to the owners of the properties that are proposed to have changes. The Board of Trustees asked to have a presentation on the status of the map before the Board of Trustees conducts its public hearing. The timeline will include presenting the draft Zoning Map to the Planning Commission for public hearing on December 5, 2022, a presentation to the Board of Trustees on December 13, 2022, and the Board of Trustees is tentatively scheduled to conduct a public hearing January 9, 2023 and would have the ability to adopt the Zoning Map updates following the public hearing.

## 8. ADJOURNMENT

Chairman Sartor adjourned the regular meeting at 7:20 PM.

Approved this 5th day of December, 2022

  
Recording Secretary