



**TOWN OF WELLINGTON
PLANNING COMMISSION
NOVEMBER 2, 2020**

MINUTES

1. CALL TO ORDER

The Planning Commission for the Town of Wellington, Colorado, met on November 2, 2020, in an online web conference at 6:30 p.m.

2. ROLL CALL

Commissioners Present: Bert McCaffrey, Chairperson
Tim Whitehouse
Rebekka Kinney
Eric Sartor
Linda Knaack

Absent: Troy Hamman
Berry Friedrichs

Town Staff Present: Cody Bird, Planning Director
Liz Young Winne, Planner II
Patty Lundy, Development Coordinator

3. ADDITIONS TO OR DELETIONS FROM THE AGENDA
None

4. PUBLIC FORUM
None

5. CONSIDERATION OF MINUTES

A. Meeting Minutes of September 14, 2020.

Moved by Commissioner Whitehouse, seconded by Commissioner Sartor to approve the minutes as presented. Motion passed 5-0.

6. NEW BUSINESS

A. Final Plat and Rezone to PUD of Sage Meadows Second Subdivision

Cody Bird, Planning Director thanked everyone for joining the virtual meeting. First item of business is a final plat for the Sage Meadows Second Subdivision as well as zoning for a Planned Unit Development (PUD).

Bird provided the following information:

- This was originally presented to the Planning Commission as a preliminary plat for approximately 36 acres along Highway 1. The preliminary plat was approved on September 14, 2020 at the Planning Commission meeting and on September 22, 2020 at the Board of Trustees meeting.
- At the time of preliminary plat review, the Planning Commission and Board of Trustees were advised that a proposed Planned Unit Development (PUD) overlay zone would be proposed with the final plat.
- Subsequent to the approval of the preliminary plat, the applicant has prepared and submitted the final plat and PUD zoning request for review.
- There are a few details that will need to be corrected, but overall the final plat is ready for approval. Some of the minor changes include re-numbering on the lots and blocks as well as some text corrections in the zoning provisions on the PUD for consistency.
- Staff recommends approval subject to engineering review comments. The Town's engineering division is still in the process of reviewing the public improvement plans, which need to be finalized before any construction work can actually begin.
- The Board of Trustees will also consider a development agreement with for this subdivision request and that is in currently in draft form as we are still working out the details of the agreement with the developer.

Darren Roberson, applicant, said that he appreciates Tom Dugan, agent for the applicant, and Bird helping with the project. He understands that they will still need to address engineering comments, but thinks this will be a great project and he is looking forward to getting it started.

Chairman McCaffrey asked if there were any questions from the commissioners.

Commissioner Kinney commented that she liked the xeriscaping principles and the native plants. She we happy to see those were included in the plans.

McCaffrey opened the public hearing.

Seeing no comments, McCaffrey closed the public hearing.

Commissioner Whitehouse moved to approve the final plat of Sage Meadows Second Subdivision subject to staff comments, approve the rezone to Planned Unit Development subject to staff comments including engineering comments and forward a recommendation of approval to the Board of Trustees. Commissioner Knaack seconded. Motion passed 5-0.

B. Annexation – Lamb Annexation

Bird presented the staff report for the Lamb Annexation, including:

- The subject property is on the East side of Sixth street between I-25 and Sixth Street. It is just south of the hotel. It is the small triangular shaped property.
- This property is completely surrounded by the Town limits. The interstate bisects the town here, but the other side of the highway is already in the town. The property is an enclave under the statutory definitions and so really, this is pretty much a procedural matter.
- The existing building on the site was established in 1976 according to county records. The building has been vacant for a number of years.

- Staff understands the owner and applicant would like to utilize the existing structure with a little bit of cleanup to get it to a standard that's usable as well as make some site improvements down the road. Staff is supportive of cleaning up this highly visible property and returning it to productive use.
- The Board of Trustees initiated the annexation proceedings on October 13th and referred the topic to the Planning Commission for consideration. The Planning Commission is tasked with making a recommendation on whether or not it is appropriate to annex the property to the Town limits.
- The property is within the Town's growth management area. The future land use map does not identify a specific zoning for the property. Staff recommends that C3 - Highway Commercial zoning would be the appropriate zoning designation for this property to be consistent with the other properties along Sixth Street on the east side with highway visibility.
- The Planning Commission also determines whether or not urban services are available to serve the site being annexed. In this case, public utilities are already available. There's already road access to 6th St. and the proposed redevelopment of the site can be accommodated with existing resources.
- Staff's recommendation is to approve the annexation and forward the recommendation to the Board of Trustees with a recommendation of the C3 - Highway Commercial Zoning District.

Chairman McCaffrey asked Jennifer Lamb, representing the applicant, if she had anything to share.

Ms. Lamb expressed her thanks for looking reviewing this request and allowing the property to be annexed.

Commissioner Sartor asked about the condition of the existing building and if demolition would be needed?

Bird replied that demolition of the structure is not something that the Town is typically involved in making that decision. It is up to the property owner and any potential purchasers to assess the condition of the building and if it makes sense for them to update it or to demolish it and start new.

Commissioner Whitehouse asked if the size and shape of the property was a concern for dedication of right-of-way and would the site still have adequate space?

Bird replied that it is a challenging little property because of its configuration. Staff has had those conversations with the applicant and some prospective purchasers in the past. He believes the applicant understands the challenges.

Commissioner Knaack mentioned that she is glad to see progress being made for this building that has been overgrown with weeds for years. It is nice to see these first steps moving forward for this property.

Chairman McCaffrey asked if there were any public comments

Seeing no public comments, the public hearing was closed

Commissioner Knaack moved to forward a recommendation of approval to the Board of Trustees to annex the Lamb Annexation into the Town of Wellington and to amend the official zoning map of the Town to include the annexation as C3 – Highway Commercial District based on the analysis and findings contained in the staff report. Commissioner Whitehouse seconded. Motion passed 5-0.

C. Site Plan Review – Outlot C, The Knolls at Wellington South

Bird presented the staff report and provided the following information for this site plan review:

- The property is along the frontage road and Fifth Street just north of Rice Elementary School. The property is zoned C3 – Highway Commercial and churches are a permitted use within this zoning district.
- Wellington Community Church and their team have really put together a nice site plan and staff has minimal comments. This site plan is subject to the Town's engineering comments. Our engineers are a little bit behind right now and are trying to get caught up on some other projects that have been in the queue before this one. The engineering comments should not preclude the Planning Commission from considering approval. The engineer comments would be specific to some of the standard details and construction requirements.
- Staff is asking to see an updated pedestrian connection between the street and the building or at the parking lot and changing the way the sidewalk crosses the driveway to ensure the cross slope complies with ADA. Staff can work with the applicant on design details.
- There are a few ADA detail notes. There were a couple of standard details that are not consistent, and those just need to be cleaned up.
- There wasn't a site elevation in the packet, so Bird shared his screen with the site elevation drawings. The elevations are consistent with Town's architectural design standards.
- This site has access to a non-potable irrigation system through the HOA and staff encourages the church to pursue that diligently because of the water conservation concerns. In the long run, the non-potable irrigation should also be cheaper for the church since if there are no fees associated with using Town water for irrigation.
- Water and sewer connection stubs were not identified on the site plan. Staff would like the applicant to verify the locations of the existing stubs and if they are able to use those, we prefer that as opposed to punching new holes in the public lines. If it is not possible to utilize the existing stubs, then we would just simply request that those be abandoned and capped in place back at the main and our engineering division will provide the specific details on how to do that.

Bird invited the applicant to share any additional information.

Tony Ollila, representing Wellington Community Church, shared his screen for a presentation.

Russ Brewer, Pastor, said he was here to answer any questions and thanked everyone for their time.

Commissioner Sartor asked if the sign on the east side of the building would be illuminated.

Mr. Ollila replied that detail has not yet been determined. He likes the idea of having it illuminated, but the church is still working through the design and will review the sign code to see what is possible.

Commissioner Knaack asked if there was a timeframe for beginning construction.

Mr. Ollila responded that they would hopefully close on the property this year and then begin finalizing their building plans to get them submitted for review soon thereafter.

Chairman McCaffrey asked if the applicant had any issues with what Mr. Bird had talked about with the pedestrian sidewalk.

Mr. Ollila said he would get with their design team and the engineers to take a closer look at the sidewalks but anticipates that those will be able to be accommodated.

Bird apologized, but the question about the sign reminded him of the freestanding sign proposed and felt it was worth bringing up because it does create a little bit of a challenge. The freestanding sign shown on the site plan appears to be located within the drainage and utility easement which would not normally be permitted. He asked if the applicant had considered if there was another location that would be suitable for a free-standing sign to suit the churches needs.

Mr. Ollila replied that he had did not see any issues with finding another location for the freestanding sign.

Commissioner Kinney moved to approve the site plans for Outlot C, The Knolls at Wellington South subject to staff comments and subject to engineering review comments. Commissioner Whitehouse seconded. Motion passed 5-0.

7. ANNOUNCEMENTS

Bird said that we only have one meeting left before the end of the year and there are a couple of items expected to be on the December 7th agenda. Please reserve that spot on your calendar.

There was a discussion about meeting times, but everyone decided to keep the same 6:30pm start time.

8. ADJOURNMENT

Chairman McCaffrey adjourned the meeting at 7:18 pm.