



**TOWN OF WELLINGTON
PLANNING COMMISSION
March 1, 2021**

MINUTES

1. CALL TO ORDER

The Planning Commission for the Town of Wellington, Colorado, met on March 1, 2021, 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
Troy Hamman
Berry Friedrichs

Absent:

Town Staff Present: Cody Bird, Planning Director
Liz Young Winne, Planner II
Patty Lundy, Development Coordinator
Bob Gowing, Director of Public Works

3. ADDITIONS TO OR DELETIONS FROM THE AGENDA

None

4. PUBLIC FORUM

None

5. CONSIDERATION OF MINUTES

A. Meeting Minutes of February 1, 2020.

Moved by Commissioner Hamman, seconded by Commissioner Sartor to approve the minutes as presented. Motion passed 5-0. Commissioner Friedrichs and Knaack attended later.

6. NEW BUSINESS

A. Conditional Use for Human Bean Drive Thru in the C1 Zoning District and Site Plan Review at 8121 6th Street.

Cody Bird Planning Director gave the following information:

- This site is located near the corner of Cleveland Avenue and Sixth Street just south of O'Reilly Auto Parts
- Conditional Use request is to allow a drive through which in the C-1 Community Commercial zoning requires a conditional use to proceed and concurrently with that the applicant requests is also seeking site plan approval for their site plans.
- Staff recommends keeping these two processes concurrently simply because approving one without the other does not really mean much to allow the project to go forward.
- Staff is fully supportive of the proposed conditional use and of the site plan. The applicant and their agents did a nice job putting together an attractive site plan.

Robb Casseday from Studio R.E.D. thanked everyone for their time and feels like they have a nice package.

Kendra Shirley the project architect said that they have addressed the following concerns from the last meeting:

- 3 ½ foot fence on the West and South side
- Drainage change on site
- Spoke with the O'Reilly store manager about sharing the alley
 - They were happy to talk and worked out sharing the alley
 - Added directional signs for the alley
 - There will be striping of the alley
 - They will not cause stacking in the alley
- The South entrance is now exit only
- The right out only on to Sixth Street should not be blocked

Commissioner Knaack asked what are the consequences? Is this traffic plan enforceable? Bird said that it would be enforceable by law enforcement.

Commissioner Knaack and McCaffrey wanted to know about maximum vehicles in the lines and it would it block O'Reilly. Kendra had said that there are double lines and that 20 plus cars can be in the lines. They can usually do 10 cars in 10 minutes and that they have runners to help push vehicles to the different lines, so the O'Reilly Auto will not get blocked by cars coming in.

Commissioner Hamman wanted to know what would be done if the left turn to get on Sixth Street was getting backed up what would happen with them sharing with O'Reilly's. Kendra said that the runners are trained and that would be factored into their training.

Commissioner McCaffrey asked what the busiest times were, and Kendra said it is between 7am and 8am. Commissioner McCaffrey also asked if there was a busy time in the evening and Kendra said there was not as much.

Commissioner Knaack wanted to know if EMS has any concerns. Bird said that Everitt with the fire department did not have any concerns and they would address and issues from 6th Street.

Commissioner Friedrichs wanted to know if there were any plans to widen the road. Bird said that there were not any current plans in the works. It might in the future, but it does not warrant it yet with the current traffic volume.

Chairman McCaffrey opened it up to hear public comment.

Melissa Whitehouse comment on the new items like the 3 ½ foot fence as well as the right out only. She thought these were excellent.

Chairman McCaffrey seeing there were no more hands raised for public comment closed the meeting.

Commissioner McCaffrey asked how many cars at peak time. Kendra said there were about 78 in the morning and 29 in the evening.

Commissioner McCaffrey wanted to know if the engineers were feeling good about this plan. Bob Gowing, Director of Public Works said in terms of falling within the best practices of the engineering profession and in particular the traffic engineering profession this meets our standards in terms of level of service for all the impacted intersections in the study. McCaffrey wanted confirmation that based on the traffic study there should not be an issue and Gowing said that was correct.

Commissioner Kinney moved to approve the site plans for 8121 6th Street and forward a recommendation to the Board of Trustees to approve the conditional use for two drive thru windows and one walk up window within the C-1 Community Commercial zone district, subject to conditions of approval. Commissioner Knaack seconded. Motion passed 7-0.

B. Amended Site Plan Review – Lot 2, Block 1, Boxelder Commons

Bird mentioned as Liz was getting set up that this is a site plan review and are generally legislative matters by the Planning Commission, that it does not require a formal public hearing. This is procedural stuff with the Planning Commission to ensure that a new development meets all of the Commission standards and zoning code. No public hearing is required. The Commission typically reviews elements that are identified in the zoning code to see if the proposed involvement in fact meets those standards for site arrangement. Like the traffic, building architecture, landscaping etc.

Liz Young Winne, Planner II gave the following information on the amended site plan for Lot 2, Block 1 of Boxelder Commons:

- The applicant is Ed Voltolina with Dorsey QSR, LLC and their agent is Northern Engineering who manages and participates in a lot of projects in our area.
- The general location is South of Ridley's parking lot.
- It is zoned C-3 Highway Commercial, and the use is appropriate
- This was a previously approved site plan under FR Company in 2019 and at the time there were no tenants who were identified.
- It is commons to not know the tenants when coming for a site plan, but now it is Dollar General that has been identified as the only tenant.
- There are a couple of modifications to what was previously approved.
- Staff has no concerns about the amended site plan that was submitted.
- Using our typical review process their application meets the minimum requirements.
- Staff would like to encourage the applicant to consider relocating the ADA space to be closer to the entrance but also to avoid having the ADA parking on the North side of the building, which could create some concerns if there's ice in the winter.
- The photo metric plan in the packet has been addressed and the applicant will be resubmitting the information
- The architectural elements that were previously approved were for a multi-tenant space so the changes you see now are related to the fact that there will be just one tenant now so there will only be one entrance.

- The application did try and meet some of the approved elements like the windows that are presented around the building, the awning, and the lighting that situated on the walls. They also went above and beyond to provide some variations and roof lines, wall heights and setbacks to create more visual interest for a typical Dollar General.
- As you can see in the packet, the materials are nearly the same. They will be changing the direction to horizontal wall panels instead of vertical. The roof material and some of the other materials include things like stone veneer and brick like accents.
- The roof top units will be screened from the public right of way, including I-25 which was previously discussed.
- There are some landscaping changes that are circled from what was approved before to what is proposed.
- The trash enclosure moved over to the North side of the building instead of in the island.
- Staff recommends approving the amended site plan pending any final engineering review and all comments have been addressed.

Ed Voltolina with Dorsey QSR, LLC thanked everyone for their time on this and said that they were using the same engineer and landscape architect that was on the approved site plan to help them with this project.

Shane Ritchie with Northern Engineering said that they were the civil engineer on the project and participated in the first application process a few years ago for this site. They have maintained the same level of consideration and detail that was approved previously and think that Dorsey has done a good job by keeping the same team together and making sure all those same considerations were held through to this approval.

Commissioner Knaack asked if Liz could explain a little more about the changes as the front of the building does look different than the original approved building. Liz mentioned that the original plan was for multiple tenants and now there is just one. This is the biggest reason it looks different. Dollar General has worked hard to make sure that the building elements were there but it has to look a little different since there is only one front door now. They also kept the full windows and tried to do some of the architectural elements with the different setbacks and the roof lines, as well as the awnings and the lighting.

Commissioner Knaack also asked about the signage that she heard a little bit about it but thought there was more to discuss. Liz said that the previous approved site plan there was a monument sign that identified the entrance as well as there were some locations identified on the buildings that could be for signs. So, the applicant has indicated that they intend to return with a site plan for the signs and I think in the planning package we requested that would be approved administratively. The sign is probably going to be more or less the same as this and staff would just make sure it meets the requirements.

Ed mentioned that Dollar General has approved developers and what typically happens is once the store is approved there is a contract with a sign company to apply for the sign permits. He also said that if the monument sign were required, he would just tell the sign company to do it.

Commissioner Sartor asked if the site was going to use non-potable water for the landscaping and Liz said that was true. This did come up in site plan review, and they have assured the Town that the plants that are represented were specifically chosen for their water conservation.

Commissioner Friedrich wanted to know about the lighting on Fifth Street if there plans to address that. Bird mentioned that the over all site had already been started before and this wasn't address so it was hard to have some else do it now. Staff did ask if the new street light location will in fact provide some positive lighting impacts. There is some coordination taking place to see if the light achieving the desired effect.

Commissioner McCaffrey did ask if the public had any comments but there was no one who did.

Commissioner Whitehouse moved to approve the amended site plan for Lot 2, Block 1, Boxelder Commons, subject to engineering review and approval and subject to staff comments and town staff will work with the developer and try to resolve some of the lighting issues around the Fifth Street corridor. Commissioner Kinney seconded. Motion passed 7-0

C. 2021 Planning Commission Meeting Schedule

Bird gave a brief description of what this item was about. Typically Planning Commission meetings are on the first Monday of each month. There are a couple of Monday holidays and historically we have always just met the following Monday when there is a conflict with the holiday. What we are trying to do is publish those meeting dates so that applicants' engineers or agents working for those applicants know that schedule in advance and can prepare their schedule around it.

In your agenda packet tonight you were given the 2021 calendar dates and the amended dates due to the holiday conflicts. We must provide a 30-day notice before the Planning Commission for a public hearing item, so those closing deadlines are reflecting the time that it takes to provide the required 30-day notice, as well as a couple of days for staff to evaluate the application to make sure that it is complete and actually prepare the notices to go out.

Commissioner Sartor moved to approve the 2021 Planning Commission schedule. Commissioner Whitehouse seconded. Motion passed 7-0.

7. ANNOUNCEMENTS

A. Director Report on Administrative Approvals

Bird reminded the commission that a few meetings ago staff had asked for some leeway to do administrative approvals for some of the common applications that are straightforward and agreed that it would be prudent to report back to the Planning Commission on what those approvals were so that the Commission was aware of what staff was doing administratively.

Since the last meeting it has been quiet on the administrative approvals. There were several that were encouraged to submit application that would come to the Commission for a formal review.

The Dollar General was one of those we did consider doing but because of the architecture impacts we felt it was appropriate that the Planning Commission have a chance to review that request. This was one of those decisions that went the other way instead of us doing an administrative approval.

There is one to report for this month and it is the Days Inn hotel on Sixth Street. Some of you may have noticed that they are upgrading their sign package and it is no longer Days Inn but Quality Inn. This was to reflect their new tenant and all the signs were following the Town's requirements. They did also request a free-standing sign at one point for that hotel and staff felt that was not for administrative approval. For a new poll sign along that corridor and that location we advised them to submit a site plan review and the Planning commission would hear that request.

8. ADJOURNMENT

Chairman McCaffrey adjourned the meeting at 8:18 pm.

Approved this 5th day of April, 2021



Recording Secretary