



**TOWN OF WELLINGTON
PLANNING COMMISSION
May 3, 2021**

MINUTES

1. CALL TO ORDER

The Planning Commission for the Town of Wellington, Colorado, met on May 3, 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

Absent: Barry 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

Commissioner Hamman asked if it would be possible to discuss the Comprehensive Plan in a meeting with the plan Steering Committee. Commissioners Kinney and Knaack thought it would be a good idea. Cody Bird, Planning Director said a public hearing is required and will be at a Planning Commission meeting where the public could ask questions and mention concerns. All the Commissioners agreed that it should be planned for at least an hour long in person.

5. PRESENTATIONS

A. Presentation – Landscape and Irrigation Standards Update

Liz Young Winne, Planner II introduced Jana McKenzie and Jennifer Gardner with Logan Simpson that are working with the Town on reviewing and updating landscape standards.

Young Winne said that over the weekend there was a Facebook poll to begin to engage the public. In that short time, 185 people responded to the poll. 57% people did not leave comments. 43% of people who did respond which is about 80 were supportive of making landscape changes.

Jennifer Gardener with Logan Simpson gave a quick overview and purpose of this project. She said the primary purpose is to reduce potable water use in landscapes. Throughout the project, they will be looking at all types of landscapes for residential, commercial, streetscapes, parks, and open space. They will be looking at successful implementations from other communities and develop example landscape prototypes that could be implemented in Town. Once done with the process and it is all pulled together into a report format, it will give examples.

Commissioner Whitehouse asked if grey water could be part of the landscape plan. Young Winne said that they are keeping grey water on the back burner for now as it is really challenging to implement. Bird added that a grey water system has a whole set of provisions in the building code and that it is a mini wastewater treatment plant that the homeowners would be responsible for maintaining, including the chemical processes, the discharge and it is a bit complicated. At this time, we are keeping our eye on the changing technologies and will roll it out when it makes sense for the community without adding an extra cost to the residents.

Commissioner Hamman wanted to know if this plan would be for new residents or for existing. Bird replied that this is intended to be for both.

Commissioner Kinney mentioned that she would like to see graphics in the final and possibly incentives of some kind if people install landscapes with less irrigated grass.

6. CONSIDERATION OF MINUTES

A. Meeting Minutes of April 5, 2021.

Moved by Commissioner Whitehouse, seconded by Commissioner Kinney to approve the April 5, 2021 meeting minutes as presented. Motion passed 6-0.

7. NEW BUSINESS

A. Site Plan Review – 3700 Cleveland Ave.

Bird presented the staff report. The applicant is seeking approval for a site plan to allow reuse of an existing downtown building for restaurant and drink service uses, including mobile food vendors and indoor/outdoor dining areas with accessory outdoor activity spaces. A narrative description of the proposed uses is in the packet. The property is zoned C-2 Downtown Commercial. The C-2 district is identified in the zoning code as "intended to preserve the character of the original downtown and to provide for a mixture of uses that will strengthen and expand the core community." The property was formerly a convenience store associated with gasoline sales. The gasoline storage tanks and pumps have since been removed. The convenience store has been vacant for several years. The applicant desires to make use of the existing structure with minimal changes. The interior is proposed to be remodeled to accommodate the food and beverage service as well as to accommodate an ADA accessible restroom. Building and Fire Dept. permits will be required if the site plans are approved. Additional site details may need to be adjusted to reflect any changes required by the Planning Commission or due to the nature of the outdoor use areas. Staff recommends and requests that minor changes be allowed to be made administratively.

Rob Wynne, owner of Smokin Hot BBQ said that their business will only be open on Saturdays and they would like to provide space for other mobile food trucks to use their place on the other days.

Chairman McCaffrey asked what would prevent vehicles from driving into the seating area. Wynne replied that there will be heavy flower boxes, parking bumpers and the food truck around the property so people could not drive through the seating area.

Commissioner Whitehouse asked about a grease trap since there would be food preparation and what would that look like since it is an existing building. Bird said that there are still some details on requirements that still need to be worked out on the remodel plans. Largely, the food trucks are self-contained and staff will work with them with Town Public Works Department to satisfy any wastewater questions.

Wynne also mentioned that the BBQ was the only business that would be doing food prep inside. All the food trucks would only have access to electricity, bathrooms, and the seating area, but not the kitchen.

Commissioner Knaack asked if food trucks that come to Town are licensed. Bird said that they are all required to obtain a Town business license and sales tax license. She also was wondering about the alcohol and would it be served if there were no food trucks. Wynne said that the alcohol component is with a different business, and they could be there with no food.

Commissioner Kinney asked if the outdoor seating would have tents and also how would the lighting be handled for people outdoors. Wynne said he is looking into options for an awning of some type and is he is working with an electrician on what would make the most sense for good lighting.

Commissioner Sartor moved to approve the Site Plan for 3700 Cleveland Avenue including the outdoor use area subject to staff comments and clarification of additional site details. Commissioner Knaack seconded. Motion passed 6-0.

B. Site Plan Review – Lot 1, Block 6, Wellington (3749 Harrison Ave.)

Bird presented the staff report. The Town of Wellington is seeking an approval for a site plan to allow construction of a two-story office building on the property at 3749 Harrison Avenue. The building addition proposed for the site is intended for employee offices. The property is zoned TR – Transitional. The TR district is identified in the zoning code as being "intended to encompass existing areas containing a mixture of residential and commercial and/or light industrial uses or areas which are currently older neighborhoods of mostly nonconforming residential structures immediately adjacent to expanding commercial and/or light industrial areas and where it is anticipated the neighborhood will transform over time to consist of entirely, or almost entirely, commercial or light industrial uses." The property was purchased by the Town and a conditional use was approved for use of the existing residential home to be used for a Town office building. The existing building is currently used as offices for Town staff. The Town applied for and obtained approval for a variance to reduce the building setback along 3rd Street. The Board of Adjustments conducted a public hearing on April 22, 2021, and following the public hearing, voted to approve a variance reducing the building setback to 2 feet for the covered entryway and 10 feet for the rest of the building. The variance approval is also subject to a site plan approved by the Planning Commission. The setback variance will become null and void if a site plan is not approved.

Kelly Houghteling, Deputy Town Administrator explained that town staff are spread out between five different buildings in downtown. This creates a lot of confusion with the public. This is not very customer service friendly and there is also poor collaboration amongst Town staff. Houghteling mentioned that some questions about parking in downtown had been brought up and the Town is working on potentially partnering with the T Bar Inn to get that parking lot paved to improve parking options.

Chad Arthur, with Infusion Architects said that he is working to provide staff office space needs as well as trying to fit the needed building onto this existing site with the Transitional zoning which has residential setbacks and commercial downtown setbacks. We also wanted to keep the existing building there. Another constraint is the overhead powerline and the need to maintain a 10-foot clearance both horizontally and vertically. Therefore, you see the building “stepping down” on both the north and south sides to stay clear of the electrical lines as well as to maintain consistency with the adjacent residential character of the neighborhoods.

Commissioner Kinney agreed with keeping the original building as part of the plan.

Chairman McCaffrey and Commissioner Knaack questioned the downtown parking issues. Houghteling said that creating additional shared parking with existing businesses is a possible solution.

Commissioners Hamman and Sartor like the design as it looks like a nice building that could be used for another business if the Town ever chooses to sell the building in the future.

Chairman McCaffrey asked if there were any public comments.

Peter Pronko with Proper Time thinks that sharing the parking lot with the T Bar Inn would accommodate any needs that the future business might have.

Chairman McCaffrey seeing no more public comments, closed the public comment section of the meeting.

Commissioner Sartor shared that he thinks the on-street parking spaces provided adjacent to the site works and Commissioner Kinney agreed. Prior suggestions from others that a portion of Centennial Park could be paved to provide parking was not a good solution.

Commissioner Knaack is concerned with the money being spent on a big building at this time and is worried about the perception of the parking and building that it might upset the public.

Commissioner Kinney moved to approve the Site Plan for Lot 1, Block 6, Wellington (3749 Harrison Ave.) subject to staff comments. Commissioner Whitehouse seconded. Motion passed 6-0.

8. ANNOUNCEMENTS

A. Director Report on Administrative Approvals

Bird mentioned that the O’Reilly Auto Parts store is just about finished with their landscaping. Staff worked with them to make some modifications to their original landscape plan that was approved over four years ago because of some utility conflicts. We also reduced some of the irrigation needs on the west side of the property by reducing sod and having more rock mulch.

Commissioner Whitehouse asked if parking requirements should be addressed for the downtown area in the Comprehensive Plan and Land Use Code. Bird replied that proposed recommendations in the Comprehensive Plan update is to consider angled parking along Cleveland Ave. and staff is currently communicating with CDOT to evaluate this option.

9. ADJOURNMENT

Chairman McCaffrey adjourned the meeting at 8:43 pm.

Approved this 12 day of July, 2021



Recording Secretary