



**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 5th day of August, 2024.



Recording Secretary