



**TOWN OF WELLINGTON  
PLANNING COMMISSION  
November 6, 2023**

**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 6, 2023, 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  
Bert McCaffrey  
Tim Whitehouse  
Stephen Carman

**Absent:**

Lowrey Moyer  
Linda Knaack

**Town Staff Present:**

Cody Bird, Planning Director  
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 October 2, 2023**

Commissioner McCaffrey moved to approve the meeting minutes of October 2, 2023.  
Commissioner Chollet seconded.

**Yeas – Chollet, Carman, McCaffrey, Whitehouse, Sartor**

**Nays – None**

**Motion carried**

**6. NEW BUSINESS**

**A. Request for Extension for Approved Site Plans – Outlot C, The Knolls at Wellington South**

Cody Bird, Planning Director gave a brief introduction. The applicant, Wellington Community Church, is requesting an extension to their approved site plans. The original approval was on November 2, 2020, and the period of validity for site plans is three (3) years. When these

plans were approved the Town was in the process of the current Comprehensive Plan. At the time of approval, the property was zoned C-3 Highway Commercial which allowed for churches. The property is now zoned C-3 Mixed-Use Commercial under the updated Land Use Code and updates to the Official Zoning Map. The existing zoning for the site allows the uses proposed for the site development plan that was approved in 2020 and the uses are still permitted on the property in accordance with the revised Land Use Code. There have not been any changes that would significantly change the plans that were previously approved.

Jason Swiers, Church Administrator confirmed that nothing regarding their site plans is changing, though the church requests additional time for construction of the site.

Commissioner Whitehouse asked if the Commission was only looking at the extension request, or if they were to be looking at the site plan too. Bird replied that the Planning Commission could look at the site plan if they felt there were significant changes, or if they needed more information. The Commission could consider conditions on the extension if needed.

Commissioner Carman asked if the extension should be until 2026 for this area. Bird said that the three years is typical of site approvals and would be appropriate for an extension. There is not anything currently on the radar in this vicinity that would likely result in significant changes to the site plans. If there was something that came up that could affect the site plan, the Town would reach out to the applicant and work through what might be going on. Commissioner Carman also asked if there was going to be any rezoning. Bird replied that there were no plans or applications for rezoning known at this time. The property has been zoned for commercial uses which includes religious land uses.

Chairman Sartor wanted to make sure that this would not come back in front of them if it was built within the 3 years. Bird replied that no additional review would be needed unless the church wanted to make changes to their plans, in which case it could come back or it could be an administrative review, depending on the possible changes.

Commissioner Chollet asked about construction timelines. Swiers replied that there is not a known timeline. The church also owns property on Sixth Street that would need to sell first. Bird added that the church had initially inquired about an indefinite timeline, however in meeting procedure, continuing indefinitely is effectively a final action to neither approve nor deny. Therefore, the three year timeline was suggested. He also mentioned that there is no defined limit in the code for the number of extensions. Swiers said the church would like to have more time, but understands the three years limitation.

Commissioner Carman asked if there was a point when an application would need to come back before the Commission for a full review. Bird replied that development approvals do reach a point that they need to be reconsidered, for instance if the rules have changed significantly over time. It is possible that a new review would be needed, and that is why the three-year increments for extensions are recommended.

Commissioner Whitehouse moved to approve an extension for the approved site plans for Outlot C, The Knolls at Wellington South, for a period of three (3) years expiring November 2, 2026.

Motion seconded by Commissioner McCaffrey.

**Yeas – Chollet, Carman, McCaffrey, Whitehouse, Sartor**

**Nays – None**

**Motion carried**

## 7. COMMUNICATIONS

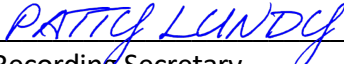
### A. Future Work Session Topics

Bird shared that the upcoming months might be a good time to fit in some work session discussions. Possible topics that were talked about included home occupation standards, business development standards, possible rules and locations for RV Parks, Planning Commission 101, and processes that developers/builders go through before items are on the Planning Commission meetings. There was a preference for work sessions to begin at 5:30pm prior to the regular meeting.

## 8. ADJOURNMENT

Chairman Sartor adjourned the regular meeting at 7:18 PM.

Approved this 4th day of December, 2023

  
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Recording Secretary