



**TOWN OF WELLINGTON
PLANNING COMMISSION**

**REGULAR MEETING MINUTES
April 1, 2019**

The Planning Commission for the Town of Wellington, Colorado, met on April 1, 2019, at the Leeper Center, 3800 Wilson Ave., Wellington, Colorado at 7:00 p.m.

Commissioners Present: Bert McCaffrey, Chairperson
Bonnie Dawdy
Dan Sattler
Tim Whitehouse
Rebekka Kinney
Troy Hamman

Commissioners Absent: Barry Friedrichs
Dan Sattler

Town Staff Present: Cody Bird, Town Planner
Patty Lundy, Development Coordinator

3. ADDITIONS TO OR DELETIONS FROM THE AGENDA

None

4. PUBLIC FORUM

None

5. NEW BUSINESS

5.A. Comprehensive Plan Update

Cody Bird, Town Planner provided a draft Request for Proposals for a Comprehensive Plan Update and Land Use Code Update. He shared the following explanation:

- The Town Board has \$100,000 in the 2019 budget for phase 1 of the Comprehensive Plan Update and Bird will be asking to have an additional \$100,000 for phase 2 for the Land Use Code Plan Update in the 2020 budget.
- DOLA has awarded the Town \$85,000 for this plan update. Bird is working with them to receive the funds.
- This proposal was originally to conduct this effort over a 2-year period, but the Town is hoping to consolidate the effort into a 1-year, or possibly 1 1/2 year effort.
- There will be a Selection Team to review applications and help with choosing a consultant to perform the work. Commissioner McCaffery was interested in serving on the selection committee.
- There will also be a Steering Committee to work with the applicant through the Comprehensive Plan process. Commissioner Kinney expressed interest in serving on the Steering Committee.
- There will be public engagement sessions throughout the process to solicit feedback on the plan and its recommendations.

Commissioner Whitehouse asked what the current timeline is looking like.

- Bird responded that the RFP would be issued in April. It will be open for about 30 days to allow applicants to respond. The Selection Team would likely make a selection near the end of May and the Town Board would approve a contract in June.
- The Comprehensive Plan process will include several opportunities for public engagement. Stakeholder groups will also be identified for specific targeted discussions.
- Adoption of the updated plan would be desired to be complete in 2020.

Commissioner Kinney asked how many proposals there have been and has there been any interest. Bird said the some of the larger consulting firms have contacted Town staff already to inquire about when the RFP will be released. Bird is hopeful that we will get 6-8 responses which is a good number of proposals to choose from.

Commissioner Kinney also mentioned she would like to see multiple kinds of options to give feedback during the public portion. Bird said he is aware of several multi-media techniques that could be used to obtain input. He also mentioned that the consultant might have ideas as well.

Commissioner Kinney would like to see a measure for determining success for this project. "Success looks like..." Bird agreed objectives are good. Goals, Objectives, and Tasks are proposed to be included in the Comprehensive Plan update.

Public comment was made about the project objective only looking out past 3 miles from our current town boundaries and we should be bold and go out further.

6. ANNOUNCEMENTS

- Bird provided a brief overview of current development projects.
- Commissioner Whitehouse asked about a drainage plan for South of Cleveland Avenue. Bird replied that Town staff is also working on a Stormwater Master Plan that we hope to be underway soon.

7. ADJOURNMENT

Moved by Dawdy, seconded by Kinney to adjourn the meeting at 8:00 p.m. Roll call was taken, and the motion passed.

Respectfully Submitted by:

Patty Lundy
Development Coordinator