

Architectural Review Committee MEETING MINUTES

Meeting Date: March 04, 2026

Aspen/Vail Conference Room: Eastridge Recreation Center

9568 S University Blvd – Highlands Ranch, CO 80126



HIGHLANDS
RANCH
COMMUNITY ASSOCIATION

I. CALL TO ORDER

The meeting was **called to order** at **5:30 p.m.** by J. **Wessling** (JW)

☒ Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused	Notes
Jeff Buttermore (JB)			✓	
Patricia Callies (PC)	✓			
Russell Clark (RC)	✓			
Patrick Gallagher (PG)			✓	
Kate Landauer (KL)	✓			
Joe Levin (JL)	✓			
Chris Robinson (CR)	✓			
Jeff Rohr (JR)	✓			
Open				
	6	0	2	

Also in attendance:

Woody **Bryant** (WB), HRCA: Director of Community Improvement Services

Jayma **Wessling** (JW), HRCA: Residential Improvement Coordinator

Caleb **Cameron** (CC), HRCA: CIS Specialist

II. REVIEW OF MINUTES

A. The **February 18, 2026 Meeting Minutes** were reviewed.

a. **DISCUSSION:**

i. Nothing of consequence.

b. **ACTION:**

i. A Motion to **APPROVE THE MINUTES AS PRESENTED** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	1

Notes: The abstaining vote was from a member that was not present at the 02/08/2026 ARC Meeting.

ii. Motion **PASSES**.

III. REVIEW OF TRIBUNAL HEARINGS

A. No Tribunals were held.

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Eastridge Rec Center: Admin Wing



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IV. RESIDENTIAL APPOINTMENTS

- A. There were no Residential Appointments scheduled for this meeting.

V. NEW BUSINESS

- A. **1025 Brittany Way:** *Commercial Work Van – Full Graphic Wrap.*

a. **ACTION:**

- i. A Motion to **DENY** was made and seconded.
- ii. **CURE REQUIREMENT(S):**
 - a. Remove the vehicle from the property within 30 days.
 - b. The applicant may resubmit for ARC consideration by removing or substantially reducing the commercial wrap graphics.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	1

Notes: Abstaining Member has a Commercial Vehicle that they park off-site.

- iii. Motion **PASSES**.

- B. **1963 Chesapeake Lane:** *Exterior Security Cameras and Motion-Activated Wildlife Deterrent (After-the-Fact Submittal).*

a. **ACTION:**

- i. A Motion to **APPROVE WITH CONDITIONS** was made and seconded.
- ii. **APPROVAL CONDITION(S):**
 - a. Cameras shall be adjusted or programmed with privacy masking to ensure they are aimed most directly at the applicant's property in accordance with RIGs §2.67.
 - b. The audible alarm feature of the wildlife deterrent device shall be disabled or replaced with a non-audible (ultrasonic) model not perceptible to neighboring residences.
 - c. This approval is based on the specific facts and conditions of this application and shall not be interpreted as established precedent for surveillance installations that materially intrude upon adjacent private property or generate audible nuisance conditions.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- iii. Motion **PASSES**.

- C. **2167 Gold Dust Lane:** *Commercial Work Van with Rooftop Ladder Rack.*

a. **ACTION:**

- i. A Motion to **DENY** was made and seconded.
- ii. **CURE REQUIREMENT(S):**
 - a. Remove rooftop ladders prior to parking the vehicle within the property; or
 - b. Remove the vehicle from property limits within 30 days.
 - c. The applicant is eligible to resubmit documentation demonstrating compliance with RIGs §2.19.

VOTE TALLY		
Concur	Dissent	Abstain
3	2	1

Notes: Abstaining Member has a Commercial Vehicle that they park off-site. The Dissenting Members opined that the ladders did not diminish the curb appeal of the home and that the vehicle itself was plain (white) with no business decals.

- iii. Motion **PASSES**.

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D. **3274 Astorbrook Way:** *Window-Mounted Vent for Laser Equipment.*

a. **ACTION:**

i. A Motion to **DENY** was made and seconded.

ii. **CURE REQUIREMENT(S):**

- Remove the window-mounted vent assembly and restore the window to its original condition within 30 days.
- The applicant may resubmit for ARC consideration a properly integrated through-wall vent installation with a low-profile exterior termination hood painted to match adjacent siding and installed in a manner consistent with concealment expectations.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

iii. Motion **PASSES**.

E. **8746 Aberdeen Circle:** *Solid Polycarbonate Patio Cover (Replacement of Fabric Shade).*

a. **ACTION:**

i. A Motion to **DENY (RESUBMITTAL REQUIRED)** was made and seconded.

ii. **RESUBMITTAL CONDITION(S):**

- Revise the design to meet the minimum 3:12 roof pitch requirement.
- Provide materials (e.g., shingles) more closely matching the existing roofing.
- Provide documentation confirming structural compliance with applicable building code requirements.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

iii. Motion **PASSES**.

F. **8969 Stonecrest Way:** *Deck Enclosure / Indoor Golf Simulator Conversion.*

a. **ACTION:**

i. A Motion to **APPROVE AS PRESENTED** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

ii. Motion **PASSES**.

G. **9215 Bellflower Way:** *Commercial Pickup Truck with Business Graphics.*

a. **ACTION:**

i. A Motion to **APPROVE WITH CONDITIONS** was made and seconded.

ii. **APPROVAL CONDITION(S):**

- No additional signage, graphics, or advertising beyond what is depicted in the submitted photographs shall be added without separate ARC approval.
- No illuminated, digital, or reflective advertising elements shall be installed on the vehicle.
- No additional exterior-mounted equipment racks or commercial appurtenances shall be added without separate ARC approval.
- This approval is site-specific and shall not establish precedent for oversized commercial vehicles or vehicles with materially greater graphic intensity or full-body advertising wraps.

VOTE TALLY		
Concur	Dissent	Abstain
3	2	1

Notes: Abstaining Member has a Commercial Vehicle that they park off-site. Dissenting Members opined that the graphics did not meet the intent of the RIGs.

iii. Motion **PASSES**.

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H. **9309 Lark Sparrow Drive:** *Front Yard Wrought Iron Fence Infill Above Existing Brick Wall.*

a. **ACTION:**

- i. A Motion to **DENY (ELIGIBLE FOR RESUBMITTAL)** was made and seconded.
- ii. **RESUBMITTAL REQUIREMENT(S):**
 - a. Graphics presented include what appears to be a significant improvement to Landscaping, yet no details were provided. Submit landscaping details if part of this project.
 - b. Incomplete information was provided: (1) What are the plans for the existing gate and wing wall at side of home? (2) What is the true extent of the proposed fencing? (3) What are the plans for the "fire pit?". This information is required for continued ARC consideration.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- iii. Motion **PASSES.**

I. **9605 Golden Eagle Place:** *Chicken Coop / Run, After-the-Fact Review.*

a. **ACTION:**

- i. A Motion to **APPROVE AS PRESENTED** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: One member had to leave the meeting prior to this application being reviewed.

- ii. Motion **PASSES.**

J. **9731 S. Burberry Way:** *Front Yard Rock Expansion / Non-Compliant "ColoradoScape".*

a. **ACTION:**

- i. A Motion to **DENY (ELIGIBLE FOR RESUBMITTAL)** was made and seconded.
- ii. **REQUIRED CURE OR RESUBMITTAL REQUIREMENT(S):**
 - a. Remove the added rock material and restore the front yard to compliant landscaping or submit a complete ColoradoScape plan consistent with §2.94, incorporating plant materials and design elements meeting the Guidelines.
 - b. Applicant is encouraged to reference the preapproved CSU Plant Select designs provided in the Appendices of the RIGs.
 - c. Compliance shall be completed within 60 days.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

- iii. Motion **PASSES.**

VI. STAFF COMMENTARY / COMMITTEE DISCUSSION

- A. Nothing for this meeting.

VII. ADJOURNMENT

- A. With no further business, the regular meeting **adjourned at 6:22 p.m.**

VIII. APPROVAL OF THESE MEETING MINUTES

- A. These minutes were reviewed by the Architectural Review Committee at the March 18, 2026 Meeting.

a. **ACTION:**

- i. A Motion to **APPROVE AS PRESENTED** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
3	0	1

Notes: Abstention was by a member that was not in attendance at the 03/04/2026 Meeting.

- ii. Motion **PASSES.**