

Development Review Committee MEETING MINUTES

Meeting Date: December 10, 2025

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 5:53 p.m. by W. **Bryant**

- ☒ Roll call was taken by W. **Bryant**, and a quorum was established.

Member Name	Present	Absent	Excused
Greg Banks	✓		
Michael Burmeister	✓		
Kyle Matthews			✓ *
Erik Okland	✓		
Jason Pickett	✓		
Dawn Vaughn	✓		
Vacant			

* Note: Proxy Email Received w/Comments Provided

- ☒ Also in attendance:
- Woody **Bryant**, HRCA: Director of Community Improvement Services
 - John **Mezger**, HRCA: Commercial Compliance Technician
 - Todd **Hager**, Galloway (ToddHager@gallowayus.com)
 - Mike **Talcott**, QuikTrip Corp (MTalcott@quiktrip.com)
 - Braxton **Kee**, QuikTrip Corp (BKee@quiktrip.com)

II. PREVIOUS BUSINESS

A. Review of August 13, 2025 DRC Meeting Minutes.

a. DISCUSSION:

- i. Nothing of consequence.

b. ACTION:

- i. A motion was made to **Approve as Presented** the August 13, 2025 Meeting Minutes by M. **Burmeister** seconded by D. **Vaughn**.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: Proxy email received w/vote to Approve Minutes as Presented.

- ii. Motion **PASSES**.

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Eastridge Rec Center: Admin Wing



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III. NEW BUSINESS

- A. **QT #4252 Administrative Replat (SB2025-041)**, 23 Centennial Boulevard (n/f Village Inn).
- The Subdivision Plan (processed by Douglas County as an Administrative Replat) adjusts and consolidates lot boundaries across three existing parcels: two parcels owned by QuikTrip that comprise the former Village Inn site, and a third parcel owned by Broadridge Investments immediately west of the project area. QuikTrip is under contract to purchase a portion of the Broadridge parcel, and the replat will incorporate this area, vacate obsolete internal lot lines, and create two new legal lots configured to support the overall redevelopment. No easements are proposed for vacation, and Lazy Dog's existing parking supply will remain compliant after the lot-line adjustments.
 - Staff presentation by W. **Bryant**.
 - Reference Staff Memo to DRC dated December 10, 2025.
 - Reference **2025-12-10_StaffPresentation....ppsx**.
 - DISCUSSION:**
 - A member asked what the net loss was for parking on the Lazy Dog Restaurant Site after Administrative Replat. M. **Talcott** noted that he believed there was a "net zero" impact, but that the excess parking on the new QT development (21 required, 61 provided) is better configured to support Lazy Dog's operations.
 - B. **Kee** confirmed that there are no patron entrances on the north side of the proposed QT C-Store. He was confident that the excess parking area provided on the north side will be primarily utilized by Lazy Dog patrons.
 - M. **Talcott** noted that QT continues to work with Lazy Dog on a cross access/cross parking agreement, which will be memorialized before the Administrative Replat will be recorded.
 - NOTE: Staff reviewed the parking question after the meeting. The Lazy Dog parcel that will be aggregated into QT property includes 24 existing parking spaces. Post replat and redevelopment, there will be approximately 40 spaces provided with better cross access to Lazy Dog (e.g., elimination of landscaped island and introduction of cross-access access aisles).**
 - ACTION:**
 - A motion was made by D. **Vaughn** to **Approve the Administrative Replat as Presented**. Seconded by M. **Burmeister**.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: Proxy email received w/vote to Approve the Administrative Replat.

- Motion **PASSES**.

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- B. **QT #4252 Site Improvement Plan (SP2025-081)**, 23 Centennial Boulevard (n/f Village Inn).
- a. Concurrent with the replat, the applicant seeks approval of a comprehensive Site Improvement Plan (SIP) to demolish the existing restaurant and construct a new QuikTrip convenience store (5,029 SF), eight fuel pump islands, 64 parking spaces, site lighting, landscaping, utility connections, and a stormwater detention/water-quality pond located in the northeast corner of the site. The SIP package includes architectural elevations, a materials board, a full civil plan set, drainage studies, and a traffic impact study. Supporting documents indicate that required public services—including water, wastewater, emergency response, transportation access, and utilities—are available to serve the redeveloped site.
 - b. Staff presentation by W. **Bryant**.
 - i. Reference Staff Memo to DRC dated December 10, 2025.
 - ii. Reference **2025-12-10_StaffPresentation....ppsx**.
 - c. Applicant presentation by B. **Kee**.
 - i. Reference **QuikTrip #4252.ppsx**.
 - d. **DISCUSSION:**
 - i. Several members noted that the color rendered elevations show the fuel canopy columns clad in brick; however, the materials board notes these columns as painted.
 1. T. **Hager** confirmed that the canopy columns will be clad in brick that matches the main building, as shown on the building elevations and color renderings. M. **Talcott** also confirmed that was QT's design intent.
 2. **The Committee noted this would be a condition of their approval.**
 - ii. A member questioned the status of the landscaping at the northwest corner of Broadway and Centennial Boulevard. There is significant landscaping in this area that isn't reflected on the plan set.
 1. It was confirmed that HRMD owns the parcel of land between the QT site and Broadway and that the landscaping in this area is "off-site," so it wasn't surveyed or shown on the plans. There are no plans to modify this landscaping, per T. **Hager**.
 2. The Committee had no further concerns regarding this topic.
 - iii. A member questioned the "temperature" (not the intensity) of the lighting. HRCA's preferred color temperature range is 3,000K to 3,500K, versus the 4,000K proposed. The member wants to ensure the lighting "fits in" with the surrounding developments.
 1. M. **Talcott** acknowledged the concern and agrees that fitting in with the surrounding development is important. M. **Talcott** and T. **Hager** will review to see if the lighting color can be softened.
 2. The Committee had no further concerns regarding this topic.
 - iv. A member was concerned with the transition between the cobble mulch proposed to the wood mulch that exists on the HRMD parcel. The member confirmed that the proposed cobble mulch is preferred (for durability, long-term maintenance, etc...)
 1. T. **Hager** noted that he would coordinate with the Landscape Architect.
 2. W. **Bryant** to forward HRMD contact information for coordination.
 3. The Committee had no further concerns regarding this topic.

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- v. The Committee was concerned with the visibility of the proposed monument sign at the location shown.
 - 1. Several members suggested moving the sign west (either mid-block or to the Centennial Boulevard curb cut) and making it roughly parallel to Centennial Boulevard (similar to the existing Circle K property). T. **Hager** noted that there are several easements that they are working around and that the proposed location isn't encumbered with easements.
 - 2. The Committee acknowledged the easement challenges and recommended discussing obtaining a license agreement from the easement holders to place the sign within the easement.
 - 3. The Committee had no further concerns regarding this topic.
 - vi. The Committee was concerned about the internal lighting near the cross-access to Lazy Dog. The lighting plan implies that this area is dark; however, this area will be used often for patrons of Lazy Dog and additional lighting may be necessary. The Committee had the same concern at the new cross-access curb cut near QT's curb cut to Centennial Boulevard.
 - 1. A member noted that there are several existing light fixtures serving the Lazy Dog parking area that are not reflected on the lighting plan prepared for QT, which may provide sufficient lighting in the areas of concern. T. **Hager** noted that he would review this with his photometrics designer and update the plan accordingly.
 - 2. **The Committee noted this would be a condition of their approval**
 - vii. A member noted there is a discrepancy on whether the existing landscaped parking row end-island at Lazy Dog will remain (as one plan says) or be replaced and reconfigured (as the graphics imply).
 - 1. M. **Talcott** noted that they would review this and ensure the graphics and text aligned.
 - 2. **The Committee noted this would be a condition of their approval**
 - viii. A member questioned the use of "PolyPro 95 Mesh" on the trash enclosure doors. Trash enclosure doors are typically "factory power-coat finished" steel.
 - 1. M. **Talcott** and B. **Kee** noted that this was done for safety and long-term maintenance purposes. They noted that they have found that the steel doors, particularly in areas prone to high winds, become hazardous for their staff (they noted that they've had cases of employee ankles being broken by the heavy swinging doors) and that the long-term maintenance has become problematic. Over time, the steel doors - with dings, dents, repainting, etc - become unsightly. In contrast, the proposed material is lighter and can be easily replaced when necessary.
 - 2. M. **Talcott** noted that the material provides 95% opacity to hide the contents of the enclosure.
 - 3. The Committee had no further concerns regarding this topic.
 - ix. M. **Talcott** noted that malt beverages would be for sale at this facility and that QT would obtain the necessary state permitting. M. **Talcott** also confirmed that there is no intent at this time to include EV Charging at this facility.
- e. **ACTION:**
- i. A motion was made by M. **Burmeister** to **Approve the Site Improvement Plan with Conditions**, Seconded by G. **Banks**.

APPROVAL CONDITIONS:

- 1. Ensure materials sample board matches architectural elevations regarding brick cladding on the canopy columns (resubmittal of materials sample board is not required).
- 2. Update lighting plan to incorporate existing lighting fixtures on the Lazy Dog site and review lighting at the two proposed cross-access points to ensure sufficient lighting is provided (resubmittal is not required).

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3. Review the discrepancy on whether the existing landscaped parking row end-island at Lazy Dog will remain (as one plan says) or be replaced and reconfigured (as the graphics imply) and update site plan accordingly (resubmittal is not required).

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: Proxy email received w/vote to Approve the Site Improvement Plan.

- ii. Motion **PASSES**.

IV. NON-AGENDA RESIDENT COMMENTS

- A. No "Non-Agenda Resident Comments" were offered.

V. STAFF COMMENTARY

- A. No "Staff Commentary" was provided.

VI. ADJOURNMENT

- A. With no further business, a motion was made by D. **Vaughn** to adjourn the meeting. Seconded by J. **Picket**.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: Proxy email not included in adjournment motion.

- B. Motion **PASSES**. The **meeting was adjourned** at 7:12 p.m.

VII. APPROVAL OF THESE MEETING MINUTES

- A. These minutes were reviewed during the April 08, 2026 DRC Meeting.
 - a. A motion was made by D. Vaughn, seconded by G. Barnes to **APPROVE AS PRESENTED**.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	1

Notes: Abstaining Member was not present at this meeting.

- b. Motion **PASSES**.