

Architectural Review Committee MEETING MINUTES

Meeting Date: March 18, 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**

☒ Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused	Notes
Jeff Buttermore			✓	
Patricia Callies	✓			
Russell Clark			✓	
Patrick Gallagher	✓			
Kate Landauer	✓			Arrived @ §IV
Joe Levin			✓	
Chris Robinson	✓			
Jeff Rohr	✓			
Open				
	5	0	3	

Also in attendance:

Woody **Bryant**, HRCA: Director of Community Improvement Services
Jayma **Wessling**, HRCA: Residential Improvement Coordinator
Caleb **Cameron**, HRCA: CIS Specialist
Jon & Nicole **Sullivan**, Homeowners

II. REVIEW OF MINUTES

A. The **March 04, 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
3	0	1

Notes: Abstaining Member was not present at the 03/04/2026 Meeting.

ii. Motion **PASSES**.

III. REVIEW OF TRIBUNAL HEARINGS

A. No Tribunals were held. One Tribunal is scheduled for 03/19 (covenant compliance).

9568 University Blvd, Highlands Ranch, CO 80126

Eastridge Rec Center: Admin Wing

Architectural Review Committee Meeting Minutes

March 18, 2026

Page 2 of 4

IV. RESIDENTIAL APPOINTMENTS

- A. **9818 Arthur Lane** – Conceptual Design Feedback Requested; No Action Required.

V. NEW BUSINESS

- A. **802 Sage Sparrow Circle:** *ColoradoScape / Xeriscape Front Yard Landscape Installation.*

a. **ACTION:**

- i. A Motion to **DENY (ELIGIBLE FOR RESUBMITTAL)** was made and seconded.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

- ii. Motion **PASSES.**

- B. **3870 Mallard Drive:** *Post-Construction Application – Second Story Deck and Stair Installation.*

a. **ACTION:**

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

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

- The upper deck fascia shall be painted white to match the fascia and trim elements of the existing lower deck and the home. The final color shall match the existing white fascia and trim elements of the lower deck and home to maintain architectural consistency.
- The exposed treated wood support posts for the upper deck shall either be painted white or clad with white trim material to match the architectural elements of the existing deck system.

VOTE TALLY		
Concur	Dissent	Abstain
3	2	0

Notes: Dissenting opinion was that the deck/stairwell was not constructed per §2.22 and is, therefore, noncompliant.

- iii. Motion **PASSES.**

- C. **4575 Fenwood Place:** *Variance Request – Additional Wall Mounted Flagpole.*

a. **ACTION:**

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

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

- Approval of this variance is limited to the two wall-mounted flagpoles currently installed at the property.
- No additional wall-mounted flagpoles may be installed unless separately reviewed and approved by the ARC

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

- iii. Motion **PASSES.**

- D. **8766 Meadowlark Circle:** *Pergola with Polycarbonate Roof Panels and Stamped Concrete Patio.*

a. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
3	2	0

Notes: Dissenting opinion that this application was for a lower-level (ground elevation) improvement that wasn't egregiously visible.

- ii. Motion **PASSES.**

Architectural Review Committee Meeting Minutes

March 18, 2026

Page 3 of 4

E. **8980 Green Meadows Drive:** *In-Ground Swimming Pool and Integrated Spa Installation.*

a. **ACTION:**

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

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

- a. If complaints regarding noise from pool equipment, including pumps, heaters, or filtration systems, are received, the homeowner may be required to implement reasonable noise abatement measures, which may include relocation, additional screening, or installation of an enclosed equipment structure.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

iii. Motion **PASSES.**

F. **9069 Hunters Way:** *Swimming Pool Installation with Deck Replacement and Patio Cover.*

a. **ACTION:**

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

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

- a. If complaints regarding noise from pool equipment, including pumps, heaters, or filtration systems, are received, the homeowner may be required to implement reasonable noise abatement measures, which may include relocation, additional screening, or installation of an enclosed equipment structure.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

iii. Motion **PASSES.**

G. **9267 Gold Lace Place:** *Wing Fence Placement Adjustment.*

a. **ACTION:**

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

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

- a. The fence shall be constructed in accordance with Figure 1 of the RIGs.
b. The fence shall be installed with the finished side facing outward toward adjacent properties or public areas. Finishing both sides of the fence is acceptable.
c. All exterior-facing surfaces of the fence shall be stained "Highlands Ranch Fence Brown" in accordance with the RIGs.
d. The gate shall be constructed in accordance with Figure 5 of the RIGs. Double gates are not permitted for this installation.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

iii. Motion **PASSES.**

H. **10041 Hughes Way:** *Dog Run Installation.*

Architectural Review Committee Meeting Minutes

March 18, 2026

Page 4 of 4

a. **ACTION:**

- i. A Motion to **APPROVE WITH CONDITIONS** was made and seconded.
- ii. **APPROVAL CONDITION(S):**
 - a. The dog run shall be constructed in general accordance with Figure 6 of the RIGs.
 - b. Additional landscaping shall be installed along the property line adjacent to the neighboring residence to provide continuous year-round visual screening of the dog run.
 - c. Screening vegetation shall consist of evergreen shrubs or similar plant material capable of forming a continuous visual barrier that is maintained at a height sufficient to screen the dog run from the adjacent property.
 - d. Plant material shall be installed at a size and spacing sufficient to create a continuous screen at maturity (for example, upright evergreen shrubs such as arborvitae installed at approximately five feet in height and spaced so that the plant crowns will form a continuous hedge).
 - e. All screening vegetation shall be maintained in a healthy condition. Any dead or failing plant material shall be promptly removed and replaced

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

- iii. Motion **PASSES**.

I. **10045 Ridgefield Lane: Decorative Arbor / Pergola Installation (Front Elevation).**

a. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

- ii. Motion **PASSES**.

VI. STAFF COMMENTARY / COMMITTEE DISCUSSION

- A. None.

VII. ADJOURNMENT

- A. With no further business, the regular meeting **adjourned at 6:35 p.m.**

VIII. APPROVAL OF THESE MEETING MINUTES

- A. These minutes were reviewed by the Architectural Review Committee at the April 01, 2026 Meeting.

a. **DISCUSSION:**

- i. Nothing of consequence.

b. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
5	0	3

Notes: One (new, began after this meeting) abstained; and two members that were not present at this meeting abstained.

- ii. Motion **PASSES**.