

Architectural Review Committee MEETING MINUTES

Meeting Date: July 01, 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 **5:27 p.m.** by **J. Wessling**

☒ Roll call was taken and a quorum was established.

Member Name	Present	Absent	Excused	Notes
Jeff Buttermore	✓			
Patricia Callies	✓			
Patrick Gallagher	✓			
Kate Landauer			✓	
Joe Levin			✓	
Booker Lightman	✓			
Al Pelkowski	✓			
Chris Robinson	✓			
Jeff Rohr	✓			
	7	0	2	

Also in attendance:

Woody **Bryant**, HRCA: Director of Community Improvement Services

Jayma **Wessling**, HRCA: Residential Improvement Coordinator

Caleb **Cameron**, HRCA: CIS Specialist

Linda **Kiesnowski**, Homeowner re: §IV.A

Ian **Butcher**, Decks Unlimited re: §IV.A

II. REVIEW OF MINUTES

A. The **June 17, 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
4	0	0

Notes: PC, PG, and JR were not present at the June 17, 2026 ARC Meeting.

ii. Motion **PASSES**.

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III. REVIEW OF TRIBUNAL HEARINGS

- A. Two tribunals held on June 18th: One regarding an ARC Denial re: Frameless, full-glass garage door; One regarding an NOV. Rulings are expected by July 9, 2026.

IV. RESIDENTIAL APPOINTMENTS

- A. **9683 Chantaclair Circle:** *Replacement Deck and Relocated Side-Yard Stairs.*

a. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

- ii. Motion **PASSES**.

V. NEW BUSINESS

- A. **3016 Greensborough Drive:** *Basement Stairwell, Rear Patio, Louvered Pergola/Patio Cover, Walkways, and Exterior Lighting.*

a. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

- ii. Motion **PASSES**.

- B. **9426 Princeton Circle:** *Two Open-Roof Pergolas and Café-Style Lighting.*

a. **ACTION:**

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

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

- Approval is limited to two freestanding, open-roof cedar pergolas, generally in the locations, dimensions, heights, slopes, materials, and finishes shown in the submitted plans.
- The pergolas shall remain open-roof shade structures. Solid roofing, panels, fabric coverings, shingles, membranes, or other weatherproof coverings are not approved and shall require separate ARC approval.
- One approximately 48-foot café-light strand may be installed beneath each pergola. The lighting shall comply with RIGs §2.44, including warm-white, globe-style bulbs no larger than G40, static operation, secure installation, no glare or spillover onto adjacent properties, and shutoff no later than 11:00 p.m.

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

- iii. Motion **PASSES**.

- C. **10072 Heywood Lane:** *Concrete Paver Driveway Replacement.*

a. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

- ii. Motion **PASSES**.

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D. **10074 Charissglen Lan:** *Exterior Painting and Brick Limewash.*

a. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

- ii. Motion **PASSES.**
-

E. **10239 Royal Eagle Street:** *Front Patio and Side-Yard Concrete Walkway.*

a. **ACTION:**

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

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

- a. The side-yard concrete walkway shall be reduced to a maximum width of five feet and shall be located immediately adjacent to the home. All concrete shall remain a minimum of two feet from the property line or top back of existing retaining wall, whichever is more restrictive.
- b. Approval is limited to the front patio, replacement steps, and side-yard concrete walkway. No raised landscape bed, retaining wall, elevated planting area, or alteration to the existing retaining-wall condition is approved

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

- iii. Motion **PASSES.**
-

F. **10790 Hickory Ridge Street:** *Front Yard Paver Seating Area (note: ColoradoScape portions of the submittal will be Reviewed administratively and are not part of the Committee's review).*

a. **ACTION:**

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

ii. Committee Findings:

- a. The residence already contains a substantial covered front-entry patio.
- b. The proposed paver area would create a second front-yard seating or gathering space in an unusually close relationship to the neighboring home and primary entrance area.
- c. The proposed design relies on vegetation located on the neighboring property rather than providing permanent screening on the applicant's property.
- d. The ARC determines that the location and function of the paver area are not compatible with the relationship between the two properties.

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

- iii. Motion **PASSES.**
-

VI. STAFF COMMENTARY / COMMITTEE DISCUSSION

- A. Staff requested that the ARC begin reviewing the RIGs for update/revision/clarification suggestions. Staff noted that the process will include vetting of the suggested revisions to the general public and the Board of Directors, each taking approximately one month. The goal is to complete the modification and review/approvals so that the Board of Directors can adopt the updated RIGs in October, 2026 (two year update).
- B. Staff wishes the ARC a safe and joyous Independence Day / 250th Birthday / 150 CO Birthday Celebration.

VII. ADJOURNMENT

- A. With no further business, the regular meeting **adjourned** at **6:33 p.m.**

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VIII. APPROVAL OF THESE MEETING MINUTES

A. These minutes were reviewed by the Architectural Review Committee at the July 15, 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
6	0	2

Notes: KL & JL were not present at the 07/01/2026 meeting and abstained from voting.

ii. Motion **PASSES**.