

Architectural Review Committee MEETING MINUTES

Meeting Date: July 15, 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 **5:29 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	✓			Attended via ZOOM
Joe Levin	✓			
Booker Lightman	✓			
Al Pelkowski	✓			
Chris Robinson	✓			
Jeff Rohr	✓			
	8	0	1	

Also in attendance:

Woody **Bryant**, HRCA: Director of Community Improvement Services
Jayma **Wessling**, HRCA: Residential Improvement Coordinator
Caleb **Cameron**, HRCA: CIS Specialist
Gail and Sam **Kuschel**, Resident
Sue **Murphree**, Resident re: §IV.A

II. REVIEW OF MINUTES

A. The **July 01, 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
6	0	2

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

ii. Motion **PASSES.**

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Eastridge Rec Center: Admin Wing

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III. REVIEW OF TRIBUNAL HEARINGS

- A. A Tribunal is scheduled for July 16th regarding the ARC denial of an application for an improvement at 9291 Rockport Lane (large patio, existing shed, new workout building).
- B. A Tribunal is tentatively scheduled for July 24th (In-Person) regarding an issued Notice of Violation (non-ARC related).

IV. RESIDENTIAL APPOINTMENTS

- A. **10120 Nickolas Avenue:** *Exterior Painting and Painted Brick Masonry.*

- a. **ACTION:**

- i. During the homeowner's presentation, the ARC determined that the exterior painting had been completed and openly visible for more than one year before the Association initiated review or enforcement action. Accordingly, the applicable one-year enforcement limitation under C.R.S. § 38-33.3-123(2) had expired.
- ii. The ARC therefore took no action regarding the installed color scheme, and the matter was closed.
- iii. This determination does not constitute ARC approval of the color scheme or relieve the homeowner of future maintenance obligations.

V. NEW BUSINESS

- A. **2737 Timberchase Trail:** *Front-Yard ColoradoScape and Rockscape Conversion.*

- a. **ACTION:**

- i. A Motion to **DENY (ELIGIBLE FOR RESUBMITTAL)** was made and seconded.
- ii. **Findings & Requirements for Resubmittal:**
 - a. The ARC found that the proposed design created an excessive rock-covered area without incorporating additional living landscape material, as required by RIGs §§ 2.42.C, 2.94.B, and 3.9.
 - b. The homeowner may submit a revised front-yard ColoradoScape design that avoids a large, uninterrupted expanse of rock and introduces additional living landscape material.
 - c. The revised design must incorporate sufficient drought-tolerant living plant material throughout the conversion area.
 - d. The revised plan must identify the approximate dimensions or coverage of rock, turf, planting beds, hardscape, and living plant material.

VOTE TALLY		
Concur	Dissent	Abstain
8	0	0

Notes: None.

- iii. Motion **PASSES.**

- B. **9921 Spring Hill Place:** *Rear-Yard Shade Sail.*

- a. **ACTION:**

- i. A Motion to **APPROVE WITH CONDITIONS** was made and seconded.
- ii. **APPROVAL CONDITION(S):**
 - a. Approval is limited to one neutral sand- or beige-colored triangular shade sail no larger than approximately 16 feet by 16 feet by 16 feet.
 - b. The shade sail may not exceed 11 feet 6 inches at its highest point or 8 feet 6 inches at the two rear-yard side supports. The shade sail must be supported entirely by independent posts and may not be attached to the residence, deck, fence, trees, or other existing improvements.
 - c. All posts, concrete footings, and foundation elements must be located entirely outside the recorded eight-foot rear utility easement, unless express written permission for the easement holder of record is provided.

VOTE TALLY		
Concur	Dissent	Abstain
8	0	0

Notes: None.

- iii. Motion **PASSES.**

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C. **9967 Arthur Lane:** *Chicken Coop, Roofed Run, and Gate Repair.*

a. **ACTION:**

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

ii. **Findings & Requirements for Resubmittal:**

- a. The ARC determined that the proposed side-yard location is not the most unobtrusive location available on the property and that the submitted elevations appear to exceed the maximum 4.5-foot coop height permitted by RIGs §2.17.
- b. The homeowner may submit a revised plan showing a compliant structure height, located in the rear-yard in a more unobtrusive location that is away from abutting neighbor's living space. The revised application shall identify the final coop and run dimensions, setbacks, materials, and roof configuration.
- c. If the revised location is located near the northwest (back right) corner of the property, then installation of a wing fence (with gate, at the homeowner's discretion) will be required on the north (right) side of the home to provide effective screening from street view.

VOTE TALLY		
Concur	Dissent	Abstain
8	0	0

Notes: None.

- iii. Motion **PASSES**.

D. **10641 Winding Pine Point:** *Rear Deck Extension, Gable Roof Cover, and Relocated Stairs.*

a. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
8	0	0

Notes: None.

- ii. Motion **PASSES**.

VI. STAFF COMMENTARY / COMMITTEE DISCUSSION

- A. Staff discussed the Committee's review of the current RIGs. It was agreed that staff would create a "Google Sheet" and provide a link to the members where each member could write their comments in a coordinated method.
- B. Staff noted that the next ARC meeting will be in three weeks (August 5, 2026 - first Wednesday of the month, normal schedule).

VII. ADJOURNMENT

- A. With no further business, the regular meeting **adjourned at 6:24 p.m.**

VIII. APPROVAL OF THESE MEETING MINUTES

- A. These minutes were reviewed by the Architectural Review Committee at the August 05, 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	0

Notes: None.

- ii. Motion **PASSES**.