

Architectural Review Committee MEETING MINUTES

Meeting Date: August 19, 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 **5:32 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	1	1	

Also in attendance:

Woody **Bryant**, HRCA: Director of Community Improvement Services
Jayma **Wessling**, HRCA: Residential Improvement Coordinator
Caleb **Cameron**, HRCA: CIS Specialist
Aaron **Acuna**, Resident Observer (9486 Autumn Ash Place) via ZOOM

II. REVIEW OF MINUTES

A. The **August 05, 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
7	0	1

Notes: Abstaining Member was not present at the August 05, 2026 Meeting.

ii. Motion **PASSES**.

III. REVIEW OF TRIBUNAL HEARINGS

A. Two tribunals are scheduled for Wednesday, August 26th. Both are regarding Notices of Violation.

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IV. RESIDENTIAL APPOINTMENTS

- A. None this meeting.

V. NEW BUSINESS

- A. **201 Grouse Place:** *Accessory Building / Storage Shed.*

a. **ACTION:**

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

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

- The accessory building shall not exceed approximately 10' wide by 12' long by 8' high.
- The shed shall be installed entirely on the existing concrete pad substantially in the location shown in the submitted materials. Expansion or relocation of the concrete pad is not approved.
- The shed shall maintain a minimum setback of two feet from any property line or fence.
- Exterior siding, trim, roofing, and colors shall be architecturally compatible with the residence and substantially consistent with the submitted materials

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

- iii. Motion **PASSES.**

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- B. **4534 Whitehall Lane:** *Patio Cover with Metal Roofing.*

a. **ACTION:**

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

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

- Roofing shall be Flatiron Steel PBR, 24-gauge, Granite Gray, with the factory-applied finish identified in the submitted product specifications. Any material change to the panel profile, gauge, color, or finish shall require further staff and/or ARC review.
- The roof shall maintain the submitted approximately 3.25:12 pitch and shall be installed in accordance with the roofing manufacturer's specifications, including required fasteners, flashing, and related weatherproofing components.
- The patio cover shall remain within the existing/submitted footprint and location. No expansion of the patio-cover area is approved.
- Flashing, gutters, downspouts, exposed framing, and other visible components shall be finished substantially as submitted and remain compatible with the residence

VOTE TALLY		
Concur	Dissent	Abstain
7	0	0

Notes: None.

- iii. Motion **PASSES.**

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C. **6474 Dutch Creek St:** *Exterior Paint Color.*

a. **ACTION:**

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

ii. **AVAILABLE REMEDIES:**

- Eligible for resubmittal. The homeowner may submit a revised main-body color in a dark gray, blue-gray, or similarly subdued color family that reduces the visual mass associated with the proposed Iron Ore color while remaining compatible with the existing masonry, roofing, white trim, and black accent elements.
- The revised application shall identify the manufacturer, color name, color number, and proposed application location for each exterior color.
- Existing masonry shall remain unpainted unless separately submitted for ARC review and approval.
- Any revised color scheme shall be reviewed based upon the complete exterior composition and its application across all visible elevations

VOTE TALLY		
Concur	Dissent	Abstain
6	0	1

Notes: Abstaining Member is the District Delegate for this address.

iii. Motion **PASSES.**

VI. STAFF COMMENTARY / COMMITTEE DISCUSSION

- A. The Committee and Staff reviewed the member-by-member comments and suggestions for updates to the Residential Improvement Guidelines (RIGs). Staff will compile the comments and prepare a "redlined draft" of the RIGs for review at the next Committee meeting.

VII. ADJOURNMENT

- A. With no further business, the regular meeting **adjourned at 7:07 p.m.**

VIII. APPROVAL OF THESE MEETING MINUTES

- A. These minutes were reviewed by the Architectural Review Committee at the ??? 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: Abstaining Members were not present at the 08/19/2026 meeting.

ii. Motion **PASSES.**