



HIGHLANDS RANCH COMMUNITY ASSOCIATION

DEVELOPMENT REVIEW COMMITTEE

DATE: May 12, 2021

MEETING MINUTES

I. Call to Order

The meeting was called to order at 6:00 p.m. by Chairman Zell Cantrell.

Roll call was taken by Secretary Madlambayan.

Member Name	Present	Absent	Excused
Zell Cantrell, Chairperson	✓		
Rob Mierau, Vice-Chair (Arrived at 6:13 PM)	✓		
Ariel Madlambayan, Secretary	✓		
Doug Flin	✓		
Karie Westphal	✓		
Erik Okland	✓		
Greg Banks (Arrived at 6:13 PM)	✓		

Also in attendance:

Cassie Thomas, HRCA CIS Manager

Vic Lauer, Ent Credit Union

Todd Wheeland, Ent Credit Union

II. Review and Approval of April 14, 2021 Minutes

Action:

A motion was made by **A. Madlambayan** to Accept the April 14, 2021 minutes and publish as written, seconded by K. Westphal.

- **5** member(s) **Concur**;
- **0** member(s) **Dissent**;
- **1** member(s) **Abstain- Doug Flin.**

III. 8545 S. Quebec Street- Ent Credit Union | Site Improvement Plan- Resubmittal

Scope of Project: Site Plan Amendment to convert existing restaurant to small branch credit union. Proposed exterior renovations and the addition of parking lot Interactive Teller Machine (ITM) with covered canopy. Formerly Lodo's Bar & Grill.

Vic Lauer and Todd Wheeland were in attendance and presented the modifications made based on the previous DRC review and comments.

The Committee appreciated the changes made and felt the overall design would be successful.

Key Comments:

- Add wheel stops to the parking spaces adjacent to the ITM drive lane. Use the wheel stops to allow for at least a 2' overhang, so large vehicles do not impact the drive lane.

- Ensure that the photometric plan matches the site layout. There were concerns that the lighting levels near the south end of the site and the ITM drive lane might not be adequate.
- The Committee would like the applicant to consider landscape improvements at the ITM drive lane, however, they understand that a future ITM is being considered in that general area, and will address at the time of a future submittal.

Action:

A motion was made by **D. Flin** to **Approve the plans with the condition of adding additional wheel stops adjacent to the ITM drive lane, seconded by G. Banks.**

- **7** member(s) **Concur;**
- **0** member(s) **Dissent;**
- **0** member(s) **Abstain.**

IV. Non-Agenda Resident Comments-

There were no residents in attendance.

V. Discussion on Updates to the Commercial Guidelines

The Committee reviewed the draft of the Guidelines prior to the meeting. The following modifications were requested:

- Page 11- C. Air conditioners, fans, vents, antennas, photovoltaic panel arrays and network dishes will need be effectively screened from adjacent grade-level views *at the discretion of the Committee.*
- Page 14- XVII. Provide hyperlinks to Douglas County Zoning regarding lighting specifications.
- Page 15- J. Add- *It is recommended lights not be installed more than 45 days prior to the holiday and should be removed within 30 days following the holiday.*
- Minor grammatical changes were also noted.

Action:

A motion was made by **D. Flin** to **Approve the Commercial Guidelines as noted; and recommend to the HRCA Board of Directors for approval and adoption,** seconded by **R. Mierau.**

- **7** member(s) **Concur;**
- **0** member(s) **Dissent;**
- **0** member(s) **Abstain.**

With no further business, the meeting adjourned at 6:57 pm.

Approved- Meeting held via Zoom. 7/14/2021

Zell Cantrell, Chairperson
Development Review Committee

Rob Mierau, Vice-Chair
Development Review Committee