

Architectural Review Committee MEETING MINUTES

Meeting Date: November 06, 2024

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 **5:36 p.m.** by **J. Wessling (JW)**

Roll call was taken by JW, and a quorum was established.

Member Name	Present	Absent	Excused	Notes
Jeff Rohr (JR)	✓			
Kate Landauer (KL)	✓			
Patricia Callies (PC)	✓ *			Attended via ZOOM
Jeff Buttermore (JB)	✓			
Dawn Keating (DK)	✓ *			Attended via ZOOM Arrived During 571 Whitecloud
Jenna Nygren (JN)	✓ *			Attended via ZOOM Had to Leave Prior to 9802 Foxhill Cir

Also in attendance:

Jayma **Wessling** (JW), HRCA: Residential Improvement Coordinator

Woody **Bryant** (WB), HRCA: Director of Community Improvement Services

II. REVIEW OF MINUTES

A. Review of October 2, 2024 ARC Meeting Minutes.

a. **DISCUSSION:**

i. None.

b. **ACTION:**

i. Motion (by: JR, 2nd by: PC) to **APPROVE**.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: DK not present for vote.

i. Motion **PASSES**.

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B. Review of October 16, 2024 ARC Meeting Minutes.

a. **DISCUSSION:**

i. None.

b. **ACTION:**

ii. Motion (by: JR, 2nd by: JB) to **APPROVE**.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: DK not present for vote.

ii. Motion **PASSES**.

III. PRIOR MONTH'S SUBMITTAL STATS

A. JW presented the October Submittal Stats to the ARC.

IV. RESIDENTIAL APPOINTMENTS

A. There were no Residential Appointments.

V. NEW BUSINESS

A. **571 WHITECLOUD** – Driveway Expansion.

a. **DISCUSSION:**

i. The design, as presented, encroaches onto the neighbor's property at the edge of sidewalk/pavement of cul-de-sac.

b. **ACTION:**

i. Motion (by: PC, 2nd by: JR) to **CONDITIONALLY APPROVE**.

➤ **CONDITION:** Adjust edge of concrete at cul-de-sac to ensure there is no encroachment.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

iii. Motion **PASSES**.

B. **1092 RIDDLEWOOD RD** – Accessory Building.

a. **DISCUSSION:**

i. None.

b. **ACTION:**

i. Motion (by: JR, 2nd by: DK) to **APPROVE**.

VOTE TALLY		
Concur	Dissent	Abstain
5	1	0

Notes: Dissenting opinion is that the accessory building should be moved toward the wing wall to lessen impact to neighbor.

ii. Motion **PASSES**.

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C. 1944 TERRACE DRIVE – Lighting.

a. **DISCUSSION:**

- i. Concerned with the light that is not on a timer and that it is on an elevated deck that overlooks open space.
- ii. Concerned that the lights are only nominally angled towards the ground.
- iii. Acknowledged that the combined light source lumens are compliant.

b. **ACTION:**

- ii. Motion (by: DK, 2nd by: PC) to **CONDITIONALLY APPROVE**.
 - **CONDITION:** All lights must be on a motion sensor and timer and angled down as much as possible.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- i. Motion **PASSES**.

D. 2921 WYECLIFF WAY – Deck, Cover, and Fence.

a. **DISCUSSION:**

- i. Submittal includes a request for a waiver to allow two accessory structures.
 - a. Large backyard: Greenhouse in northwest rear corner; Storage Shed near northeast corner of home or northwest corner of home. The graphics provided show a #1 and #2 for Storage Shed; however, it is unclear if the homeowner is considering three structures.
- ii. The ARC **APPROVES** a waiver to allow **TWO ACCESSORY STRUCTURES**: Greenhouse and Storage Shed. Either location #1 or #2 is acceptable; however, this waiver is not intended to allow a storage shed in both locations.

b. **ACTION:**

- i. Motion (by: JB, 2nd by: KL) to **CONDITIONALLY APPROVE**.
 - **CONDITION:** Exterior face of proposed wing fence must be stained “Highlands Ranch Fence Brown.”

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES**.

E. 2921 WYECLIFF WAY – Front Yard Landscaping.

a. **DISCUSSION:**

- i. The ARC is concerned with the “orphaned” decorative wall on the left side of the driveway. Wall should be removed or extended along the left side of the driveway to mimic the proposed wall on the right side of the driveway.
- ii. Although the gate proposed as part of the new fence is acceptable, the proposed arbor is not acceptable and must be eliminated from the design.

b. **ACTION:**

- i. Motion (by: PC, 2nd by: DK) to **CONDITIONALLY APPROVE**.
 - **CONDITION:** Reference “Discussion” above.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- i. Motion **PASSES**.

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F. **3098 DEER CREEK TR** – Patio Shade Sails

a. **DISCUSSION:**

i. None.

b. **ACTION:**

ii. Motion (by: JR, 2nd by: JB) to **APPROVE**.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

iii. Motion **PASSES**.

G. **5516 SAMUEL PEAK** – Brick Paint.

a. **DISCUSSION:**

i. None.

b. **ACTION:**

i. Motion (by: PC, 2nd by: DK) to **APPROVE**.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

ii. Motion **PASSES**.

H. **5775 JACK PLACE** – Lighting.

a. **DISCUSSION:**

i. The proposed light fixtures are too bright. Homeowner should reference §2.44.C of the Residential Improvement Guidelines for what's allowed.

b. **ACTION:**

i. Motion (by: PC, 2nd by: JR) to **DENIED**.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

ii. Motion **PASSES**.

I. **9252 MILLCREEK** – Brick Paint.

a. **DISCUSSION:**

i. None.

b. **ACTION:**

i. Motion (by: PC, 2nd by: KL) to **APPROVE**.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

ii. Motion **PASSES**.

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J. **9802 FOXHILL CIR** – Gazebo and Concrete.

a. **DISCUSSION:**

i. None.

b. **ACTION:**

i. Motion (by: JR 2nd by : DK) to **APPROVE**.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

ii. Motion **PASSES**.

K. **10561 RED CONE WAY** – Driveway Expansion.

a. **DISCUSSION:**

- i. Project is post-construction that was installed without approval (including no approval from Sub-Association).
- ii. Cure: Remove newly poured concrete from new expansion joint to prior sidewalk and return area to landscaping. As an alternative, the ARC will accept an expansion of the prior driveway a maximum distance of 9'-0" from the end of the prior driveway, and removal of the remaining concrete and a return of the area to landscaping.
- iii. Homeowner must also submit to Sub-Association (Firelight) and obtain approval. The Sub-Association may demand full removal of the newly installed concrete and a return to prior existing conditions. The ARC's cure noted above is the minimum expected remedial activity.

b. **ACTION:**

i. Motion (by: JR 2nd by : PC) to **DENY**.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

ii. Motion **PASSES**.

VI. STAFF COMMENTARY

A. Nothing Presented.

VII. ADJOURNMENT

A. With no further business the meeting was **adjourned** at **6:48 p.m.**

VIII. APPROVAL OF THESE MEETING MINUTES

A. At the _____ Architectural Review Committee Meeting, these minutes were reviewed.

a. **DISCUSSION:**

i. ???.

b. **ACTION:**

i. Motion (by: ??, 2nd by: ??) to _____.

VOTE TALLY		
Concur	Dissent	Abstain
??	??	??

ii. Motion _____.