



HIGHLANDS RANCH COMMUNITY ASSOCIATION

DEVELOPMENT REVIEW COMMITTEE

DATE: January 6, 2021

MEETING MINUTES

I. Call to Order

The meeting was called to order at 6:30 p.m. by Zell Cantrell. The meeting was chaired by Zell Cantrell.

Roll call was taken by Secretary Madlambayan and a **quorum was established.**

Member Name	Present	Absent	Excused
Zell Cantrell, Chairperson	✓		
Erik Okland, Vice-Chair		✓	
Ariel Madlambayan, Secretary	✓		
Doug Flin	✓		
Karie Westphal	✓		
Rob Mierau	✓		
Greg Banks	✓		

Also in attendance:

HRCA STAFF: Cassie Thomas, CIS Manager

II. Non-Agenda Resident Comments-

There were no residents present.

III. Discussion on Updates to the Commercial Guidelines

The Committee continued the review of the draft Commercial Guidelines. Ms. Thomas will update the draft to reflect the direction of the Committee for the next meeting. A sub-committee meeting, consisting of Greg Banks and Doug Flin, will be held to further develop the plant list and any additional landscape requirements.

IV. DRC Review of December 2020 Minutes

Action:

A motion was made by Doug Flin to **Accept the December 1, 2020 minutes and publish as written, seconded by Ariel Madlambayan.**

- 6 member(s) Concur;
- 0 member(s) Dissent;
- 0 member(s) Abstain.

V. Other

There was discussion regarding the date and time of future DRC meetings. It was proposed that the meetings be held on the second Wednesday of the month, with a start time of 6 PM.

With no further business, the meeting adjourned at 7:54 pm.

Approved via virtual meeting 3/10/2021.

Zell Cantrell, Chairperson
Development Review Committee

Erik Okland, Vice-chair
Development Review Committee