

Meeting of the Delegates

08.20.24

Southridge – Wildcat



HIGHLANDS
RANCH
COMMUNITY ASSOCIATION

Agenda

- | | | |
|-------|--|-----------|
| I. | Call to Order | 6 p.m. |
| II. | Guest Speaker – Erin Kane, DCSD Superintendent | 6:02 p.m. |
| III. | Pledge of Allegiance | 6:20 p.m. |
| IV. | Roll Call/Establishment of Quorum | 6:22 p.m. |
| V. | Proof of Notice of Meeting | 6:24 p.m. |
| VI. | Consent Agenda: | 6:25 p.m. |
| | <ul style="list-style-type: none">Approval of Meeting Minutes of Action from the July 16, 2024, Meeting of the Delegates | |
| VII. | Member Forum <i>Three-minute time limit</i> | 6:30 p.m. |
| VIII. | Board of Directors Report <i>Monica Wasden</i> | 6:36 p.m. |
| IX. | Director Comments | 6:40 p.m. |
| X. | General Manager Report <i>Mike Bailey</i> | 6:45 p.m. |
| XI. | Department Updates | 6:50 p.m. |
| | <ul style="list-style-type: none">Backcountry <i>Mark Giebel</i> | |
| XII. | Continued Business | 6:57 p.m. |
| XIII. | New Business | 7 p.m. |
| XIV. | Delegate Forum <i>Three-minute time limit</i> | 7:06 p.m. |
| XV. | Adjournment | 7:10 p.m. |

The Board of Directors Meeting follows immediately upon adjournment of the Delegate Meeting.
The Next Delegate and Board meeting will be held on Tuesday, September 17, 2024.

Meeting of the Delegates Minutes

Minutes from July 16, 2024



Agenda

Agenda item: Call to Order **Presenter:** Monica Wasden

President Wasden called the meeting to order at 6:02 p.m.

Agenda item: Guest Speaker, Douglas County Sheriff's Department **Presenter:** Darren Weekly

Sheriff Darren Weekly and Patrol Division Captain Daniel McMillan presented a PowerPoint on behalf of the Douglas County Sheriff's Department. Within their report:

- Information regarding statistics within Highlands Ranch.
- The Douglas County Sheriff's Department org chart.
- Redistricting information that occurred in the last year.
- Response and call information and notable events in the Highlands Ranch districts.
- A recap of the drug drop-off, which was a success in Highlands Ranch.
- Events of interest included the Helitak Team, Fourth of July events, a bear that was tranquilized and moved out of Highlands Ranch, and the Community Response Team's new therapy dog.

Time was allotted for Q & A.

Agenda item: Pledge of Allegiance **Presenter:** Monica Wasden

President Wasden led the meeting in the Pledge of Allegiance.

Agenda item: Roll Call/Establishment of Quorum **Presenter:** Theresa Hill

Conclusions:

A quorum was established; 19,250 of 31,934 lots were present.

Agenda item: Proof of Notice of Meeting **Presenter:** Jim Allen

Jim Allen confirmed the Proof of Notice of Meeting.



Agenda item: Approval of Minutes for the Meeting of the Delegates for the June 18, 2024, Meeting **Presenter:** Monica Wasden

Conclusions:

June 2024 minutes were approved — motioned by Mike Dickerson, representing District 110, and seconded by Dawn Keating, representing District 86 Motion carried.

Agenda item: Member Forum **Presenter:** Members

Discussion:

- Len Abruzzo (11080 Valleybrook Circle, Highlands Ranch, CO 80130) & Lauren Nobles | Shared their opinion regarding Douglas County’s Wildcat Regional Park. They asked the Delegates to share the information within their districts.
- Representative Bob Marshall | (2 Jackrabbit Place, Highlands Ranch, CO 80126): Wanted to show up regarding a comment made at one of the previous meetings surrounding the occupancy bill and let Delegates know he is available if anyone has any questions or concerns.

Agenda item: Board of Directors Report **Presenter:** Monica Wasden

Conclusions:

President Wasden presented a PowerPoint. Within her report:

- An update about the Wildcat Regional Park project and information regarding what HRCA has been involved in, including submitting HRCA’s counter proposal, hosting the Hearth and Firelight resident meeting and attending Douglas County’s Parks Advisory Board Meeting, where an agenda item was discussed for a \$250,000 feasibility study for the park area. The Board and staff will be further exploring the proposal submitted to Douglas County this week.
- Shared that the agenda was sent out this month and posted late as an error.
- An update regarding the Board Working Session/Retreat scheduled for August 9. President Wasden shared that the Board would be touring the facilities, focusing on Westridge and potential capital improvement projects slated for 2025.

Discussions:

Time was allotted for Q&A.



Agenda item: Board of Director Comments

Presenter: Board of Directors

Conclusions:

- Monica Wasden: Thanked the staff for the Fourth of July festivities and the success it was.
- Leo Stegman: Also thanked Monica Wasden and Mike Bailey for their hard work. Shared Douglas County's Park Advisory Board rating of the Wildcat Regional Park feasibility study which was a 33%. Thanked the rest of staff for their hard work and mentioned the successful Golf Tournament.
- Dan DeBacco: Acknowledged Monica Wasden for the time and hard work that she has put in during the last month. Also thanked Mike Bailey for his efforts.

Agenda item: General Manager Report

Presenter: Mike Bailey

Conclusions:

General Manager Bailey presented a PowerPoint. Within his report:

Recognized the eight individuals on the leadership team and shared that he could not be more thankful.

Shared that the Golf Tournament made \$2,000 in 2023, and \$17,000 in 2024, which all staff participated in thanked Sarah Mirick, the new Events Manager, for her work.

Information regarding the Westridge xeriscaping project that is underway and encouraged everyone to drive by if they are able. 83,000 square feet of sod was removed.

An update regarding the Reston Association visit which will occur in early August.

An introduction to Rebecca Ruiz, Director of Marketing and Communications.

Agenda item: Department Updates – Marketing and Communications

Presenter: Rebecca Ruiz

Conclusions:

Rebecca Ruiz presented a PowerPoint. Within her report:

- Shared information regarding the Marketing and Communications team/staff.
- An overview of the importance of branding and marketing, and historically what HRCA's branding has looked like and direction it is moving forward.



- An overview of the new branding guidelines, including typography, colors, and logos.

Dan DeBacco thanked Rebecca for her hard work.

Time was allotted for Q & A.

Agenda item: Continued Business **Presenter:** Monica Wasden

None

Agenda item: New Business

None

Agenda item: Delegate Forum **Presenter:** Delegates

Discussion:

Chanan Braunstein | District 18: Shared his concerns regarding the entrance of his district not being landscaped. Mike Bailey shared that many districts are landscaped through their sub-association, and that if his district does not have a sub-association, he would need to contact the Metro District.

Agenda item: Adjournment **Presenter:** Monica Wasden

Conclusions:

Motioned by Dennis Epperly representing District 2, and seconded by Mike Woodland representing District 111. The Meeting of the Delegates was adjourned at 7:07 p.m.

Respectfully submitted,

Jim Allen, Secretary

Meeting of the Board

08.20.24

Southridge – Wildcat



**HIGHLANDS
RANCH**
COMMUNITY ASSOCIATION

Agenda

- I. Call to Order
- II. Roll Call/Establishment of Quorum
- III. Proof of Notice of Meeting
- IV. Consent Agenda:
 - Approval of Board Meeting Minutes of Action from July 2024
 - Approval of the Finance Committee Minutes from May 2024
 - Approval of Architectural Review Committee Minutes from July 2024
 - Approval of the Design Review Committee Minutes from July 2024
- V. Member Forum
- VI. Director Comments
- VII. Committee Reports
 - Delegate Meeting
 - Finance Committee: Review and approval of the July Financials
- VIII. General Manager Report
- IX. Continued Business
- X. New Business
- XI. Delegate Forum
- XII. Adjournment

The Board of Directors Meeting follows immediately upon adjournment of the Delegate Meeting.
The Next Delegate and Board meeting will be held on Tuesday, September 17, 2024.

Meeting of the Board Minutes

Minutes from July 16, 2024



Agenda item: Call to Order

Presenter: Monica Wasden

Conclusions:

The meeting was called to order at 7:15 p.m.

Agenda item: Establishment of Quorum/Roll Call

Presenter: Jim Allen

Conclusions:

A quorum was established. Directors Monica Wasden, Jim Allen, Dan DeBacco, Leo Stegman, and Todd Landgrave were present.

Agenda item: Proof of Notice of Meeting

Presenter: Jim Allen

Conclusions:

Jim Allen confirmed the Proof of Notice of Meeting.

Agenda item: Consent Agenda

Presenter: Monica Wasden

Action Items:

- Approval of Board Meeting Minutes of Action from June 2024
- Approval of Architectural Review Committee Minutes from June 2024
- Approval of Design Review Committee Minutes from June 2024
- Approval of Jenna Nyguen appointment to the Design Review Committee

Conclusions:

A motion was made by Jim Allen and seconded by Dan DeBacco to approve the Consent Agenda. Motion carried.



Agenda item: Member Forum

Presenter: Members

Discussions:

Kyoko Okada (1652 Spring Water Lane, Highlands Ranch, CO 80129): Shared her concerns with the Board regarding the amount of trash in Highlands Ranch. General Manager Mike Bailey shared information about Waste Connections and asked for her contact information. Staff will follow up with Kyoko.

Agenda item: Director Comments

Presenter: Board of Directors

Discussions:

None

Agenda item: Committee Reports

Presenter: N/A

Discussions:

Delegate Meeting: None

Finance Committee: Brice Kahler presented the June 2024 Finances. He presented and discussed the HRCA balance sheet, cash flow statements, and income statements. Time was allotted for Q & A with the Board.

Conclusions:

Motion was made by Dan DeBacco and seconded by Leo Stegman to approve the May and June 2024 Finances. Motion carried.

Agenda item: General Manager Report

Presenter: Mike Bailey

Discussions:

General Manager Mike Bailey commented on the following:

- Thanked the Board and everyone, staff, and members, for the work that is being done on the Wildcat Regional Park proposal.



- Thanked Rebecca Ruiz for her communications and marketing presentation and the work she has done.
- Budget season is fast approaching, and staff are excited to hit the ground running in August.
- His excitement about the Reston Association coming out in August
- Staff are looking forward to the walkthrough of Westridge with the Board and believes it will be beneficial for all the Board to see.

Agenda item: Continued Business

Discussions:

None

Agenda item: New Business

Discussions:

Dan DeBacco and Jim Allen were looking for an update regarding a leadership retreat and development. Mike Bailey shared he is registered to go to the Community Association Institute large-scale manager's workshop in September. Bailey shared that the staff will be doing something during the 3rd quarter of 2024.

Agenda item: Delegate Forum

Presenter: Delegates

Discussions:

Dennis Epperly | Delegate District 2: Asked if Douglas County approves HRCA's proposal regarding Wildcat Regional Park, how would it affect the budget. Brice Kahler shared that OSCA funds would cover any expenses that occur. Monica Wasden shared that once there is more information the Board will share it.



Agenda item:: Adjournment

Monica Wasden

Conclusions:

The Board of Directors Meeting adjournment was motioned by Leo Stegman and seconded by Dan DeBacco. Meeting adjourned at 7:32 p.m.

Respectfully submitted,

Jim Allen



HIGHLANDS RANCH

COMMUNITY ASSOCIATION

Minutes

May 20, 2024, Finance Committee Meeting
Highlands Ranch Community Association, Inc.
Eastridge Recreation Center

FC Members Present:

Ron Welk
Jennifer Harris
Leighton Stephenson
Michael Flower
Shane Callahan
Homar Alvarado
Mikell Wilcox

FC Members Absent:

None

Staff Members Present:

Brice Kahler, CFO
Emily Arnold, Accounting Manager

Board Members and Visitors Present:

Leo Stegman, Board Treasurer

1. The Finance Committee meeting was called to order at 6:00 p.m. A quorum of the Finance Committee was present.
2. The Finance Committee reviewed the April 15, 2024, Finance Committee meeting minutes.

A motion was made to accept the April 15, 2024, HRCA Finance Committee meeting minutes as presented. The motion was approved with one abstention.

Motion: Michael Flower Second: Jennifer Harris

3. The Finance Committee reviewed and discussed the April 30, 2024, HRCA Financial Statements. The actual to budget favorable/unfavorable variances were identified, explained, and discussed for consolidated financials, each operating fund, and select programs. Consolidated net revenues are up \$136K over budget year to date. HRCA has made \$2.6M of capital expenditures year to date, largely from Southridge air handling units, pool repairs and outdoor patio.

A motion was made that the HRCA Finance Committee accept the April 30, 2024, Highlands Ranch Community Association Financial Statements. The motion was approved unanimously.

Motion: Mikell Wilcox

Second: Leighton Stephenson

With no further business, the meeting was adjourned.

Respectfully Submitted,

Emily Arnold, Accounting Manager



MEETING MINUTES

ARCHITECTURAL REVIEW COMMITTEE

Meeting Date: Wednesday - July 17, 2024

I. CALL TO ORDER

The meeting was **called to order** at **5:32 p.m.** by **J. Wessling (JW)**

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

Member Name	Present	Absent	Excused
Elizabeth Bryant (EB)	✓		
Jeff Rohr (JR)	✓		
Kate Landauer (KL)	✓		
Patricia Callies (PC)			✓
Jeff Buttermore (JB)			✓
Dawn Keating (DK)		✓	
Jenna Nygren (JN)	✓		

Also in attendance:

Laura **Denlinger** (LD), Homeowner (Residential Appointment)
 Peter & Tri **Combs**, New Homeowners (Observing)
 Joed **Moore** (JM), Homeowner (Observing, Potential ARC Member)
 Woody **Bryant** (WB), HRCA: Director of Community Improvement Services
 Jayma **Wessling** (JW), HRCA: Residential Coordinator

II. REVIEW OF MINUTES

A. Review of June 19, 2024 ARC Meeting Minutes.

a. DISCUSSION:

- i. There was no discussion.
- ii. No corrections or revisions to the Meeting Minutes are necessary.

b. ACTION:

- i. A motion was made to **APPROVE** the June 19, 2024 Meeting Minutes **AS PRESENTED** by JR, seconded by EB.
 - 3** member(s) **Concur** | **0** member(s) **Dissent** | **1** member(s) **Abstain** (JN, not in attendance at 06/19/2024 Meeting).
- ii. Motion **PASSES**.

III. RESIDENTIAL APPOINTMENTS

A. **936 RIDDLEWOOD LANE** (Denlinger) - Exterior Improvements: Pergola Relocation, Covered Patio, Oversized Storage Shed with Walkway, and Driveway Widening.

a. DISCUSSION:

- i. Resident provided an overview of the proposed improvements.
 1. Pergola exists and will be relocated to cover a hot tub (existing, to be relocated) that will be installed on a new stamped concrete patio at the northeast corner of the home.



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2. The existing curvilinear patio at rear of home will be infilled with stamped concrete to match the existing to "square off" the patio. A solid roof patio cover is planned.
 3. An approximately 8' (wide) x 14' (long) x 8'-8" (tall) enclosed shed, attached to the home, is proposed along the west wall, south of the existing fireplace bump out. The "lean to" style roofline of the shed will continue approximately 5' south, creating an open sided trash enclosure, that will terminate at the existing fence line. The shed will be built on a concrete slab, which will extend through the trash enclosure and extend approximately 7' into the yard.
 4. A concrete walkway, edged with brick, will connect the driveway to the concrete slab at a new 3' wide fence gate.
 5. The driveway will be widened approximately 3' on each side with herringbone pattern brick.
- ii. Committee Discussion.
1. The discussion centered around the proposed shed; other improvements were acceptable as proposed.
 2. Debated whether the improvement should be considered a shed or a "building addition" (which it was submitted as). One member noted that a "building addition" would imply the ability to gain access to the improvement from the inside of the house, which this improvement didn't afford. One member noted that it was a building addition since it was attached to the building. The RIGs do not provide a definition for "building addition."
 3. One member, joined by two others, felt it would be better to have the roofline of the shed/addition match the roofline (including pitch) of the existing fireplace bump out. This would provide consistency and make the appearance of a "building addition."
- b. **ACTION:**
- i. **Conditions of Approval:** Raise the roofline of the shed/building addition to the same elevation as the existing fireplace bump out and adjust the roof pitch of the shed/building addition to match the pitch of the bump out.
 - ii. A motion was made by JR to **CONDITIONALLY APPROVE** the submittal. Seconded by JN.
 3 member(s) **Concur** | **1** member(s) **Dissent** | **0** member(s) **Abstain**.
 - o Dissent was regarding the size of the storage shed. Other aspects of application were acceptable.
 - iii. Motion **PASSES**.



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IV. NEW BUSINESS

Architectural Reviews. The Committee Members reviewed the following submittals:

A. 9838 ISABEL COURT – Standing Seam Metal Roof.

a. **DISCUSSION:**

- i. Standing seam metal roofing, as proposed, is not an approved roofing material for an entire roof per §2.63.C of the RIGs.

b. **ACTION:**

- i. Motion (by: JR, 2nd by: EB) to **DENY**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
- ii. Motion **PASSES**.

B. 500 EMBERGLOW LANE – New Build.

a. **DISCUSSION:**

- i. This item was removed from the review agenda. The ARC does not review New Builds. Staff reviewed the proposal to ensure applicable setbacks are provided. Home is within the Backcountry HOA that has its own Architectural Review Board that may review the elevations, material palette, colors, etc.

C. 9251 DESERT WILLOW ROAD – Gazebo.

a. **DISCUSSION:**

- i. The submitted item isn't really a gazebo (as defined in §2.35 of the RIGs), but rather a patio cover. As such, it is appropriately located on the elevated patio/deck.

b. **ACTION:**

- i. Motion (by: KL, 2nd by: JN) to **APPROVE**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
- ii. Motion **PASSES**.

D. 2049 MAPLES PLACE – Multiple Gazebos.

a. **DISCUSSION:**

- i. Two structures proposed abutting each other, but in different roofing styles. Both proposed to be installed on new concrete flatwork, with new concrete sidewalk along side of home (insufficient space between home and fence to provide required 2' offset of concrete from fenceline).
- ii. Would consider a single, larger gazebo, more centrally located in the back yard.

b. **ACTION:**

- i. Motion (by: JR, 2nd by: EB) to **DENY**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
- ii. Motion **PASSES**.



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- E. **9694 HEMLOCK COURT** – Hardscape (Driveway Expansion).
- a. **DISCUSSION:**
- i. Concerned with impacts to drainage on right (east) side of driveway, in area that is currently sloped to drainage swale. Care must be taken to ensure there are no modifications to the drainage pattern that could impact the neighbor.
- b. **ACTION:**
- i. Motion (by: JR, 2nd by: EB) to **APPROVE**.
 3 member(s) **Concur** | **1** member(s) **Dissent** | **0** member(s) **Abstain**.
 - o Dissent was regarding potential impacts to drainage and necessity of retaining wall.
 - ii. Motion **PASSES**.
- F. **2220 CREEKSIDE POINT** – Hardscape in Rear Yard.
- a. **DISCUSSION:**
- i. Home is in the Golf Course HOA, which will also review the submittal.
 - ii. Very concerned with the amount of concrete proposed; removal of nearly all the current lawn. Too much imperviousness will adversely impact drainage.
 - iii. While okay with the planned putting green, the ARC would only consider the planned concrete immediately adjacent it. The expansive area of proposed concrete area east of the planned putting green is not acceptable.
- b. **ACTION:**
- i. Motion (by: EB, 2nd by: JR) to **DENY**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
 - ii. Motion **PASSES**.
- G. **1031 BEACON HILL DRIVE** – Deck and Partial Deck Cover (Pergola Style w/Solid Roof).
- a. **DISCUSSION:**
- i. Concerned that the deck cover roofing doesn't appear to be sloped or have internal downspouts for drainage.
- b. **ACTION:**
- i. **Conditions of Approval:** Ensure drainage, either by sloping roof or by providing internal downspouts, is provided as part of the pergola style w/solid roof partial Deck Cover.
 - ii. Motion (by: EB, 2nd by: KL) to **APPROVE WITH CONDITIONS**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
 - iii. Motion **PASSES**.



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- H. **3289 MALLARD DRIVE** – Garage Door, Front Door, Paint, and Brick Wash.
- a. **DISCUSSION:**
- i. The proposed frosted panels on the garage door are excessive. An alternative that includes frosted panels on just one section of each garage door would be acceptable.
 - ii. The large, frosted panels on the front door are "out of scale." Thinner frosted panels would be acceptable.
 - iii. The paint colors and brick wash are acceptable.
- b. **ACTION:**
- i. **Partial Approval:** Paint and Brick Wash are Approved; Garage Doors and Front Door are not approved as submitted. Resubmittal of these elements to staff addressing concerns is required.
 - ii. Motion (by: JR, 2nd by: JN) to **PARTIALLY APPROVE**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
 - iii. Motion **PASSES**.
- I. **1646 HERMOSA DRIVE** – Paint.
- a. **DISCUSSION:**
- i. None.
- b. **ACTION:**
- i. Motion (by: EB, 2nd by: JN) to **APPROVE**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
 - ii. Motion **PASSES**.
- J. **10223 KNOLL COURT** – Paint.
- a. **DISCUSSION:**
- i. Radish (SW 6861) is too bright for the front door, recommend Salute (SW 7582). Commodore is acceptable.
- b. **ACTION:**
- i. Motion (by: EB, 2nd by: JR) to **DENY**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
 - ii. Motion **PASSES**.
- K. **3292 THISTLEBROOK CIRCLE** – Paint.
- a. **DISCUSSION:**
- i. Base and Trim may not be the same color, there needs to be more contrast. Recommend Fawn Brindle as the base and Pale Oak as the trim.
 - ii. Fawn Brindle as the accent is acceptable. Riposo Beige Lime wash of brick is acceptable.
- b. **ACTION:**
- i. Motion (by: JR, 2nd by: JN) to **DENY**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
 - ii. Motion **PASSES**.



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L. 9643 SALEM COURT - Lawn Ornament.

a. DISCUSSION:

- i. Proposed sculpture (created from "tree stump" in front yard) is not compliant with §2.48 of the RIGs.
- ii. Homeowner must adhere to compliance action regarding "tree stump."

b. ACTION:

- i. Motion (by: EB, 2nd by: JR) to **DENY**.
 3 member(s) **Concur** | **1** member(s) **Dissent** | **0** member(s) **Abstain**.
 - o Dissent felt this was an interesting solution versus complete removal of dead tree stump.
- ii. Motion **PASSES**.

M. 491 ENGLISH SPARROW DRIVE - Concrete Pad.

a. DISCUSSION:

- i. Too much concrete (impervious area) proposed.
- ii. Concerned with impacts to drainage. The amount of concrete will increase the runoff from the property. The current land grading has a rear yard swale, with a highpoint in the northeast corner of the property. The proposed concrete pad may adversely impact the swale.
- iii. Not in favor of the "odd shape" of the concrete pad. Recommend that the eastern edge of the proposed sidewalk on the east side of the home continue straight north and that the "chamfer" on the west be eliminated.

b. ACTION:

- i. Motion (by: JR, 2nd by: JR) to **DENY**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
- ii. Motion **PASSES**.

N. 8999 MINERS PLACE - Paint.

a. DISCUSSION:

- i. "Dental" in Sequoia color. After reviewing paint chips, the color wasn't as "harsh" as presented on the screen; however, there was too much contrast between the proposed base color and proposed trim (Sequoia) colors. Too many colors from different color palettes.
- ii. Recommend homeowner review color pallet on similar homes on street (e.g., 8998 Miners Place) for color palettes that would be acceptable.

b. ACTION:

- i. Motion (by: JR, 2nd by: JR) to **DENY**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
- ii. Motion **PASSES**.



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- O. **7067 CHESTNUT HILL STREET** – Paint.
 - a. **DISCUSSION:**
 - i. Not in favor of segmented colors – appears patchwork.
 - b. **ACTION:**
 - i. Motion (by: EB, 2nd by: KL) to **DENY**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
 - ii. Motion **PASSES**.

- P. **7005 MOUNTAIN BRUSH CIRCLE** – Driveway Expansion Installed w/Out Approval.
 - a. **DISCUSSION:**
 - i. Staff noted that the improvement was completed without approval and that a Notice of Non-Compliance was issued directing the homeowner to make an immediate submittal.
 - ii. Staff's recommendation was that the driveway expansion was acceptable; however, the connection at the existing sidewalk should be revised by saw cutting and removing the "triangular flare" and remove the two concrete areas that abut the mailbox kiosk concrete pad.
 - b. **ACTION:**
 - i. **Conditions of Approval:** Saw cut and remove the "triangular flare" at the driveway connection to the sidewalk and remove the two concrete areas that abut the mailbox kiosk concrete pad.
 - ii. Motion (by: JR, 2nd by: JN) to **APPROVE WITH CONDITIONS**.
 4 member(s) **Concur** | **0** member(s) **Dissent** | **0** member(s) **Abstain**.
 - iii. Motion **PASSES**.

V. STAFF COMMENTARY

A. TRIBUNAL UPDATE

a. **955 NORTHRIDGE RD**

- i. **Case:** Petition to overturn ARC Conditional Approval. ARC's concern was with the white/black color palette, versus the brown shingle roof, created "too many colors that conflict with each other." ARC's opinion that having the garage door match the color of the siding (Snowbound SW7004), versus matching the more "minor" trim elements (Tricorn Black SW6258), would have less of an overall "brown/black" conflict.
- ii. **Findings:** Tribunal Officer found that "[g]iven the brown roof, there is going to be an awkward color conflict, no matter whether [Tricorn Black] or [Snowbound] is chosen." He opined that "...there is simply not a significant difference in the grey or black garage door..." and that "...it could be reasonably argued...that the black paint color on garage door is more visually appealing than a grey color on the garage door."
- iii. **Conclusion:** Tribunal Officer granted the appeal to allow the Tricorn Black garage door.



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VI. ADJOURNMENT

A. With no further business the **meeting was adjourned at 7:28 p.m.**

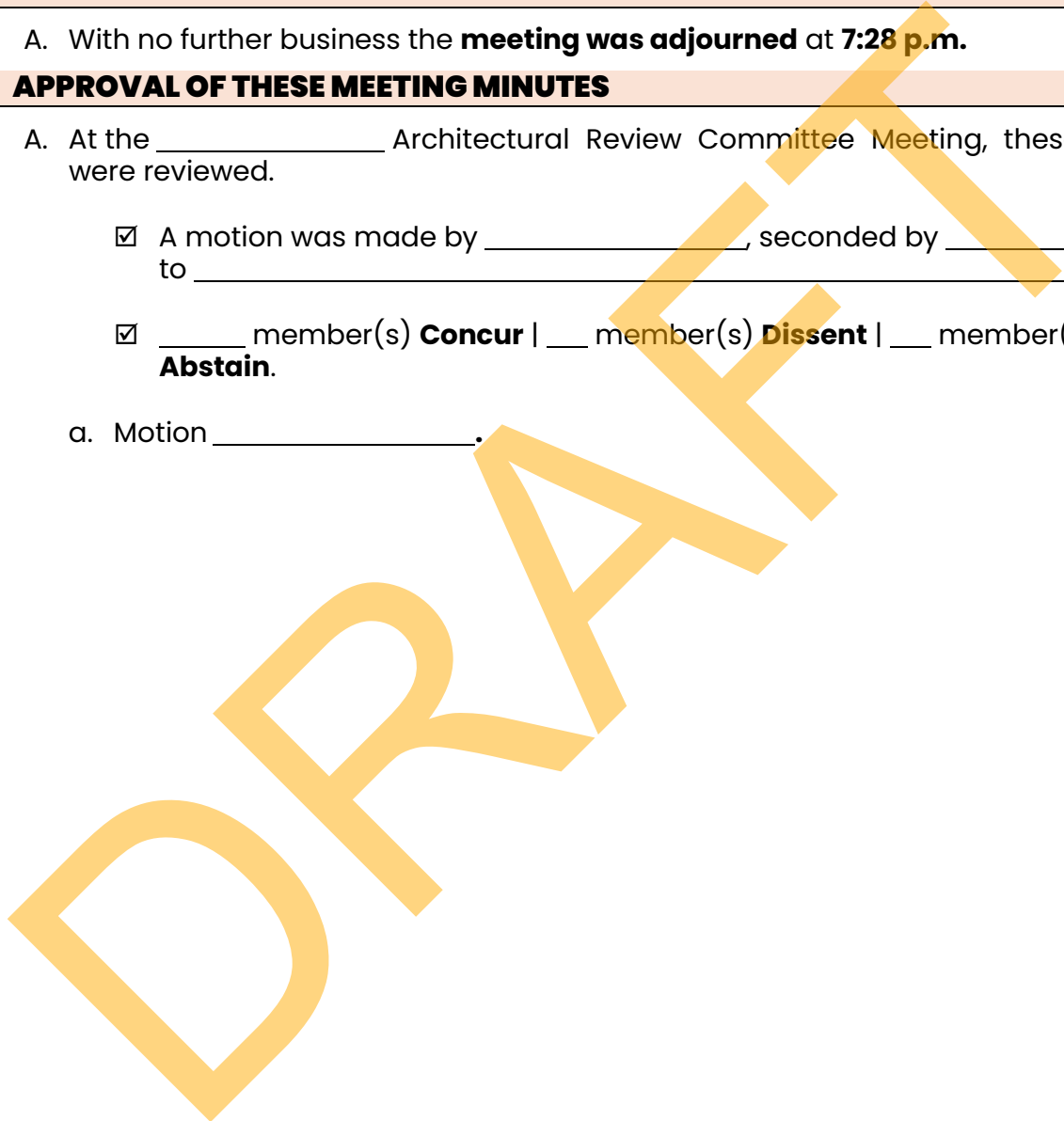
VII. APPROVAL OF THESE MEETING MINUTES

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

A motion was made by _____, seconded by _____ to _____

_____ member(s) **Concur** | _____ member(s) **Dissent** | _____ member(s) **Abstain.**

a. Motion _____.





MEETING MINUTES

DEVELOPMENT REVIEW COMMITTEE

Meeting Date: Wednesday – July 10, 2024

I. CALL TO ORDER

The meeting was called to order at 5:57 p.m. by W. **Bryant**

Roll call was taken by W. **Bryant**, and a quorum was established.

Member Name	Present	Absent	Excused
Greg Banks	✓ *		
Michael Burmeister	✓		
Zell Cantrell	✓		
Ariel Madlambayan	✓		
Kyle Matthews			✓
Erik Okland	✓		
Dawn Vaughn	✓		

* Note. As excused prior to Item IV.

Also in attendance:

Woody **Bryant**, HRCA: Director of Community Improvement Services
 John **Mezger**, HRCA: Commercial Compliance Technician
 Lena **Strauss**, Dewberry Engineering, representing SpaceX Technology
 Sid **Bentetifa**, Azimuth Engineering, representing SpaceX Technology

II. PREVIOUS BUSINESS

A. Review of June 12, 2024 DRC Meeting Minutes.

a. DISCUSSION:

- i. There was no discussion
- ii. No corrections or revisions to the Meeting Minutes are necessary.

b. ACTION:

- i. A motion was made to **APPROVE** the June 12, 2024 Meeting Minutes **AS PRESENTED** by A. **Madlambayan**, seconded by Z. **Cantrell**.
 - 5** member(s) **Concur.**
 - 0** member(s) **Dissent.**
 - 1** member(s) **Abstain.** (G. **Banks**)
- ii. Motion **PASSES**.

III. NEW BUSINESS

A. Space Explorations Technology, Inc. (9180 Commerce Center Circle).

- a. Project proposes the installation of 40 ground-based satellite antennas (Starlink) on rooftop with secured-access data center, screened on an 8' aluminum all panel enclosure painted to match building.



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- b. Staff presentation by W. **Bryant**.
 - i. Reference Staff Memo to DRC dated 2024-07-10.
- c. Applicant presentation by L. **Strauss** and S. **Benteftifa**.
- d. **DISCUSSION:**
 - i. Proximity of system, specifically the eastern screen wall, to existing parapet (as presented: attached to and above the parapet).
 - 1. Discussed rearranging SpaceEx equipment to make the system longer allowing it to be pulled away from the parapet.
 - 2. DRC understands the challenges of the “data center” location and how the system’s proposed location was to avoid the data center.
 - 3. DRC understands the challenges of the existing structure beams and columns of the building and that the parapet is being used as a structural member.
 - ii. Concerned with the overall height of the system, compared to the parapet and the proximity to the parapet.
 - 1. Discussed lowering the entire system to the roof level, similar to how HVAC RTUs are positioned.
 - 2. DRC understands that the building owner’s preference is an elevated platform that provide OSHA minimum spacing (6’11”) for rooftop maintenance.
 - 3. DRC suggests that the roof will be damaged during the construction of the elevated platform and that a rooftop installation, with beams at the rooftop elevation connecting to the structural elements of the parapet wall and the building column/beam locations, would be a better solution for the building owner and would address many of the DRC’s concerns on the height impact of the current proposal.
 - iii. Proposed screen wall not extending to the bottom of the overall structure (as presented, screen wall was only above the platform, leaving the “gap” from the platform to the roof open).
 - 1. Applicant noted that this could be done.
 - iv. A lesser concern was the screen wall materials (graphics imply standing seam).
 - 1. Applicant confirmed that the screen walls are not proposed as standing seam metal and that the “hatching” of the plans was only intended to differentiate the material.



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- v. A lesser concern was the color of the screen (requiring that the material be factory powder coated, not field painted).
 - 1. Applicant confirmed that the screen wall material will be factory powder coated, or equal.
- e. **ACTION:**
 - i. A motion was made by M. **Burmeister** to **DENY WITHOUT PREJUDICE** the submittal. Seconded by Z. **Cantrell**.
 - 6** member(s) **Concur**.
 - 0** member(s) **Dissent**.
 - 0** member(s) **Abstain**.
 - ii. Motion **PASSES**.
- f. **THE PROJECT IS NOT APPROVED TO MOVE FORWARD WITH DOUGLAS COUNTY FOR PLANNING AND/OR BUILDING REVIEW.**
 - i. The DRC, based on their “Without Prejudice” decision, requires a subsequent submittal addressing their comments. The DRC does not require further “formal presentation(s)” to the DRC. Rather, Staff will coordinate with the Applicant and then provide the DRC with the opportunity to do an “offline” electronic review of subsequent submittal(s). This format will help expedite reviews and not be restricted to the standard “one meeting per month” DRC schedule.
 - ii. The DRC also instructed Staff to “be available” to the Applicant as they discuss the DRC’s concerns with the Building Owner

IV. NON-AGENDA RESIDENT COMMENTS

- A. No “Non-Agenda Resident Comments” were offered.

V. STAFF COMMENTARY

- A. None.

VI. ADJOURNMENT

- A. With no further business, a motion was made by M. **Burmeister** to adjourn the meeting. Seconded by A. **Madlambayan**.
 - 5** member(s) **Concur**. Note: G. **Banks** was not in attendance for this vote.
 - 0** member(s) **Dissent**.
 - 0** member(s) **Abstain**.
- B. Motion **PASSES**. The **meeting adjourned** at 7:04 p.m.



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VII. APPROVAL OF THESE MEETING MINUTES

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

a. A motion was made by _____, seconded by _____ to _____

___ member(s) **Concur.**

___ member(s) **Dissent.**

___ member(s) **Abstain.**

b. Motion _____.

DRAFT