

# Architectural Review Committee MEETING MINUTES

Meeting Date: February 05, 2025

Aspen/Vail Conference Room: Eastridge Recreation Center  
9568 S University Blvd – Highlands Ranch, CO 80126



## 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 <b>Rohr</b> (JR)	✓			
Kate <b>Landauer</b> (KL)	✓			
Patricia <b>Callies</b> (PC)	✓			
Jeff <b>Buttermore</b> (JB)	✓			
Dawn <b>Keating</b> (DK)	✓			
Russell <b>Clark</b> (RC)	✓			

**Also in attendance:**

Jayma **Wessling** (JW), HRCA: Residential Improvement Coordinator  
Woody **Bryant** (WB), HRCA: Director of Community Improvement Services

## II. REVIEW OF MINUTES

- A. The **January 15, 2025** Meeting Minutes were reviewed.
  - a. **DISCUSSION:**
    - i. None.
  - b. **ACTION:**
    - i. Motion (by: **JB**, 2<sup>nd</sup> by: **PC**) to **APPROVE AS PRESENTED**.

VOTE TALLY		
Concur	Dissent	Abstain
<b>5</b>	<b>0</b>	<b>1</b>

Notes: RC Abstained since he was a non-voting observer/participant at the 01/15/2025 Meeting.

- ii. Motion **PASSES**.

## III. REVIEW OF TRIBUNAL HEARINGS

- A. No Tribunals were held in January, 2025. Two Tribunals are scheduled for February 20, 2025:
  - a. Appeal of ARC Denial of Lighting (01/15) for 9111 Weatherstone
  - b. Appeal of Notice of Violation Issued re: Lighting. Address withheld for confidentiality.

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## IV. RESIDENTIAL APPOINTMENTS

- A. None scheduled.

## V. NEW BUSINESS

- A. **5136 Weeping Willow Circle** – Lighting.

- a. **DISCUSSION:**

- i. None

- b. **ACTION:**

- i. Motion (by: JR, 2<sup>nd</sup> by: PC) to **APPROVE AS PRESENTED.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

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- B. **6287 Shannon Trail** – Garage Door.

- a. **DISCUSSION:**

- i. None.

- b. **ACTION:**

- i. Motion (by: KL, 2<sup>nd</sup> by: JB) to **APPROVE AS PRESENTED.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

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- C. **9271 Camelback St** – Paint.

- a. **DISCUSSION:**

- i. The proposed base color (“Peppercorn”) and the proposed trim color (“Tricorn Black”) were debated because they are dark. Staff noted that the ARC has approved of this color combination in the past.
  - ii. The proposed Ember on the garage door was debated with the consensus being concerned that it was too large an area and too much of a contrast from the proposed base and trim colors. RIG §2.50 notes that garage doors “...shall be painted to match the base or the trim, unless otherwise approved by the ARC.” However, it was agreed that this color would be appropriate as an accent on the smaller front door, as requested by the homeowner.
  - iii. **APPROVAL CONDITION:** The front door may be painted to proposed “Ember;” however, the garage door must be painted the proposed base color (“Peppercorn”) and the wall vent at the second floor must be painted the proposed trim color (“Tricorn Black”).

- b. **ACTION:**

- i. Motion (by: JB, 2<sup>nd</sup> by: DK) to **APPROVED WITH CONDITIONS.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

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## D. 9337 Lark Sparrow Dr – Patio Cover.

### a. **DISCUSSION:**

- i. The ARC discussed the concept and was concerned with the “secondary roof” that appears to have minimal slope and is attached to the home between an upper and lower window.
- ii. **APPROVAL CONDITION:** Applicant to provide construction documents detailing dimensions of structure and setback dimensions from property line. Applicant to also provide a copy of the approved Douglas County Construction Permit to ensure the structure is “...built by code,” as noted in application. This information must be submitted to HRCA Staff by not later than March 01, 2025.

### b. **ACTION:**

- i. Motion (by: PC, 2<sup>nd</sup> by: JC) to **APPROVED WITH CONDITIONS.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

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## E. 9878 Atherton Way – Lighting.

### a. **DISCUSSION:**

- i. None.

### b. **ACTION:**

- i. Motion (by: DK, 2<sup>nd</sup> by: JR) to **APPROVE AS PRESENTED.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

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## F. 10235 Royal Eagle Lane – Lighting.

### a. **DISCUSSION:**

- i. Installation technique is not compliant with RIG §2.44.E that notes, in part: Must be permanently installed with a track that matches the color of the house; No exposed wires may be visible; Lighting must be downward facing; Lighting must be installed in a professional manner and be aesthetically pleasing.
- ii. Further, RIG §2.44.E specifically notes that plug-in style, including Govee, are prohibited in the front of the home.
- iii. Lighting must be removed, or installed to be compliant with RIG §2.44.E by March 01, 2025.

### b. **ACTION:**

- i. Motion (by: DK, 2<sup>nd</sup> by: PC) to **DENY.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

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## G. 10301 Royal Eagle Lane – Door Addition.

### a. **DISCUSSION:**

- i. Although the ARC takes no exceptions with what is planned, the applicant must submit materials that match what was discussed with Staff. Materials/Documents submitted do not match current intent.
- ii. The ARC has directed Staff to work with the applicant to update the submittal. If the final submission aligns with what was discussed, Staff is authorized to reverse the denial without further ARC review.

### b. **ACTION:**

- i. Motion (by: RC, 2<sup>nd</sup> by: JB) to **DENY, ELIGIBLE FOR RESUBMITTAL.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

## VI. STAFF COMMENTARY

- A. At the January 15, 2025 meeting, Staff noted that the HRCA is considering consolidating the ARC and DRC into a single committee. The HRCA has tabled this discussion for the foreseeable future. The ARC and DRC operate efficiently as two independent review bodies.
- B. Staff noted that an application may be presented soon regarding a homeowner that would like to install “faux vegetation” (e.g., artificial green wall) on an exterior fence that is parallel to their driveway. This may be in conflict with RIG §2.30.F.5. that prohibits items from being attached to a fence.

## VII. ADJOURNMENT

- A. With no further business the meeting was **adjourned** at **6:36 p.m.**

## VIII. APPROVAL OF THESE MEETING MINUTES

- A. These minutes were reviewed by the Architectural Review Committee at the February 19, 2025 Meeting.

### a. **DISCUSSION:**

- i. None.

### b. **ACTION:**

- i. Motion (by: PC, 2<sup>nd</sup> by: JR) to **APPROVE AS PRESENTED.**

VOTE TALLY		
Concur	Dissent	Abstain
4	0	0

Notes: None.

- ii. Motion **PASSES.**