

Architectural Review Committee MEETING MINUTES

Meeting Date: June 18, 2025

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 **5:33 p.m.** by J. **Wessling** (JW)

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

Member Name	Present	Absent	Excused	Notes
Jeff Buttermore (JB)	✓			
Patricia Callies (PC)	✓			
Russell Clark (RC)	✓			
Patrick Gallagher (PG)			✓	
Dawn Keating (DK)	✓			Arrived after §II: Review of Minutes
Kate Landauer (KL)			✓	
Joe Levin (JL)			✓	
Chris Robinson (CR)	✓			
Jeff Rohr (JR)	✓			

Also in attendance:

Jayma **Wessling** (JW), HRCA: Residential Improvement Coordinator
Woody **Bryant** (WB), HRCA: Director of Community Improvement Services
Alisa **Pena** (AP), Resident: 1943 Chesapeake Lane

II. REVIEW OF MINUTES

A. The **June 04, 2025 Meeting Minutes** were reviewed.

a. **DISCUSSION:**

i. None.

b. **ACTION:** Not Applicable.

i. Motion (by: PC, 2nd by: JB) to **Approved as Presented**.

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: DK was not present for the view, motion, or vote.

ii. Motion **PASSES**.

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III. REVIEW OF TRIBUNAL HEARINGS

- A. No Tribunals were held.
- B. Tribunal Hearings scheduled for June 19, 2025 include:
 - a. ARC Denial of Paint Colors (incorrect color match by painter).
 - b. ARC Denial of Soffit Lighting (impacts to neighboring properties).
 - c. ARC Denial of Rear Yard Ornament (size & complaint received).

IV. RESIDENTIAL APPOINTMENTS

- A. **1943 Chesapeake Lane** – Decorative Trellis in Front of Home.
 - a. **DISCUSSION:**
 - i. The homeowner presented the following information:
 - a. The decorative trellis (already installed in front of home) is nine feet tall; intended to provide shade while watching their children; will have climbing roses on all four posts; and is illuminated with landscape up-lights at the posts.
 - ii. The ARC appreciates the planned climbing roses.
 - iii. The ARC had the following concerns:
 - a. The decorative trellis doesn't have a "roof structure" to provide shade, as noted by the homeowner.
 - b. The decorative trellis is made of a metallic product and does not match the architecture of the home.
 - iv. RIGs §2.34 (which the ARC acknowledges is the "Gardens: Vegetable" section) implies that trellises may not be in the front yard.
 - v. The ARC relied on §2.35 regarding location, height, and if the structure was complimentary to the residence in their decision.
 - b. **ACTION:**
 - i. Motion (by: PC, 2nd by: CR) to **DENY**.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.
 - ii. Motion **PASSES**.

V. NEW BUSINESS

- A. **1972 Hyacinth** – Shed.
 - a. **DISCUSSION:**
 - i. The ARC was concerned with how the siding would connect to the composite shed and its long-term durability with wind and snow loads.
 - ii. The ARC appreciated the composite shingles but were concerned with how these would connect to the composition shed and their long-term durability with wind and slow loads. The ARC was also concerned that the proposed shingles didn't match the color of the home's roof (a grey concrete tile).
 - iii. **APPROVAL CONDITION.** The shingles must match the color of the home's roof and any degradation or failure of the siding or shingles will require repair within a reasonable amount of time, or remove of the shed entirely.
 - b. **ACTION:**
 - i. Motion (by: JR, 2nd by: JB) to **APPROVE, WITH CONDITIONS**.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.
 - ii. Motion **PASSES**.

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B. 2267 Gold Dust Trail – Temporary Tree Shade.

a. DISCUSSION:

- i. The ARC understands that the intent of this application is for temporary protection of the recently planted tree.
- ii. APPROVAL CONDITION. The shade and supporting equipment must be removed no later than October 31, 2025.

b. ACTION:

- i. Motion (by: RC, 2nd by: DK) to APPROVE, WITH CONDITIONS.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion PASSES.

C. 3828 Serramonte Dr – Playset.

a. DISCUSSION:

- i. JW explained to the ARC that this application is for approval of a “post installation” improvement. The backyard improvement was discovered by a neighbor complaint received. The now existing playset exceeds RIGs §2.56 in both height and footprint and would require a variance from the ARC.
- ii. The ARC was concerned about the siting of the improvement noting that, per RIGs §2.56 “sufficient distance from adjacent properties, so as not to create an undue disturbance...” and that “visual ‘screening’ (e.g., tall landscaping) was not provided.
- iii. The ARC was willing to grant a variance to allow the improvement in the proposed location with the condition that a minimum of five (5) fast growing evergreen shrubs be installed (minimum of three along the rear property line and two along the side property line) between the structure and the property line/fence line.
 - a. The ARC recommended installing either Thuja occidentalis ‘American Pillar’ or Thuja (standish x plicata) ‘Green Giant’ in a minimum 7-gallon container, spaced approximately 4.5 feet on center, and an equivalent providing the same screening capabilities.
 - b. A submittal will not be required for this landscaping improvement.
- iv. APPROVAL CONDITION. The homeowner must install a minimum of five (5) fast growing evergreen shrubs (minimum of three along the rear property line and two along the side property line) between the structures and the property line/fence line. A submittal for this landscaping improvement is not required.

b. ACTION:

- i. Motion (by: JB, 2nd by: RC) to APPROVE (WITH VARIANCE), WITH CONDITIONS.

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion PASSES.

D. 8561 Mallard Place – Playset.

a. DISCUSSION:

- i. JW explained that the proposed playset exceeds RIGs §2.56 in both height and footprint and would require a variance from the ARC.
- ii. The ARC was concerned about the siting of the improvement noting that, per RIGs §2.56 “sufficient distance from adjacent properties, so as not to create an undue disturbance...” and that “visual ‘screening’ (e.g., tall landscaping) was not provided.
- iii. The ARC was willing to grant a variance to allow the now existing improvement in its current location with the condition that a minimum of three (3) fast growing evergreen shrubs be installed between the structure and the property line/fence line.

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- a. The ARC recommended installing either Thuja occidentalis 'American Pillar' or Thuja (standish x plicata) 'Green Giant' in a minimum 7-gallon container, spaced approximately 4.5 feet on center, and an equivalent providing the same screening capabilities.
- b. A submittal will not be required for this landscaping improvement.
- iv. **APPROVAL CONDITION.** The homeowner must install a minimum of three (3) fast growing evergreen shrubs between the structures and the property line/fence line. A submittal for this landscaping improvement is not required.
- b. **ACTION:**
 - i. Motion (by: CR, 2nd by: PC) to **APPROVE (WITH VARIANCE), WITH CONDITIONS.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

E. 9946 Pendleton Dr – Paint.

- a. **DISCUSSION:**
 - i. JW explained that RIGs §2.50 requires that "Garage doors shall be painted to match the base or the trim, unless otherwise approved by the ARC." This application is for a garage door color that is intended to mimic a dark wood door.
 - ii. The ARC appreciated the "French Roast (SW6069)" color and felt that it would be aesthetically pleasing framed by the existing multi-color brick.
 - iii. **APPROVAL CONDITION.** The use of "French Roast (SW6069)" color must be used on the faux grill of the garage elevation and the "diamond trim" accents on both the garage and the upper floor front elevation to "tie" the elements together cohesively.
- b. **ACTION:**
 - i. Motion (by: PC, 2nd by: DK) to **APPROVE, WITH CONDITIONS.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

F. 9451 Hackberry Ct – Trampoline.

- a. **DISCUSSION:**
 - i. JW explained that the trampoline screen elements exceed the height limitations noted in RIGs §2.56 and would require a variance from the ARC.
 - ii. The ARC was willing to grant a variance to allow the improvement in the proposed location with the condition that a minimum of three (3) fast growing evergreen shrubs be installed between the structure and the property line/fence line.
 - a. The ARC recommended installing either Thuja occidentalis 'American Pillar' or Thuja (standish x plicata) 'Green Giant' in a minimum 7-gallon container, spaced approximately 4.5 feet on center, and an equivalent providing the same screening capabilities.
 - b. A submittal will not be required for this landscaping improvement.
 - iii. **APPROVAL CONDITION.** The homeowner must install a minimum of three (3) fast growing evergreen shrubs between the structures and the property line/fence line. A submittal for this landscaping improvement is not required.
- b. **ACTION:**
 - i. Motion (by: DK, 2nd by: JR) to **APPROVE (WITH VARIANCE), WITH CONDITIONS.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

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G. 9947 Blackbird Cir – Paint.

a. **DISCUSSION:**

- i. None.

b. **ACTION:**

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

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

H. 10184 Kleinbrook Way – ColoradoScape.

a. **DISCUSSION:**

- i. None.

b. **ACTION:**

- i. Motion (by: RC, 2nd by: CR) to **APPROVE AS PRESENTED.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

I. 10201 Meadowbriar Lane – Pergola / Lighting / Deck.

a. **DISCUSSION:**

- i. The ARC appreciated the design of the deck, railing, pergola, and privacy screening elements.
- ii. The ARC was concerned about the lighting, since the submittal didn't include information on the type of bulb that will be used. The link provided by the applicant notes "bulbs not included."
- iii. **APPROVAL CONDITION.** Homeowner shall select a bulb that is compliant with RIGs §2.44.G. The bulb must not exceed the brightness equivalent of a 25W incandescent bulb and may only emit a soft/warm light not exceeding a Kelvin value of 2700K.

b. **ACTION:**

- i. Motion (by: CR, 2nd by: JR) to **APPROVE, WITH CONDITIONS.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

J. 10242 Cedar Ridge – Playset.

a. **DISCUSSION:**

- i. JW explained that the proposed playset exceeds RIGs §2.56 in both height and footprint and would require a variance from the ARC.
- ii. The ARC was concerned about the siting of the improvement noting that, per RIGs §2.56 "sufficient distance from adjacent properties, so as not to create an undue disturbance..." and that "visual 'screening' (e.g., tall landscaping) was not provided.
- iii. The ARC was willing to grant a variance to allow the now existing improvement in its current location with the condition that a minimum of three (3) fast growing evergreen shrubs be installed between the structure and the property line/fence line.
- a. The ARC recommended installing either Thuja occidentalis 'American Pillar' or Thuja (standish x plicata) 'Green Giant' in a minimum 7-gallon container, spaced approximately 4.5 feet on center, and an equivalent providing the same screening capabilities.
- b. A submittal will not be required for this landscaping improvement.

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- iv. **APPROVAL CONDITION.** The homeowner must install a minimum of three (3) fast growing evergreen shrubs between the structures and the property line/fence line. A submittal for this landscaping improvement is not required.

b. **ACTION:**

- i. Motion (by: CR, 2nd by: JR) to **APPROVE (WITH VARIANCE), WITH CONDITIONS.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

K. **10530 Westcliff Way** – Covered Deck & Fireplace.

a. **DISCUSSION:**

- i. WB reviewed the plans.
- This lot (Lot 14, Filing 122-Q) has a required rear yard setback of 20'.
 - The improvement will encroach into the setback; however, Douglas County allows certain elements—including porches, decks, and architectural features like eaves and canopies—to extend into rear yard setbacks by defined amounts.
 - The covered deck, as proposed here, may legally extend up to 6' feet into the 20' rear setback—resulting in a 14' minimum clearance—provided that it:
 - Is attached to the principal dwelling. **Compliant.**
 - Meets all applicable building and structural codes. **TBD by Douglas County.**
 - Does not encroach into any platted utility or drainage easements. **Complaint.**
 - Has been reviewed and approved through the County's permitting process. **TBD by Douglas County.**
 - The covered deck maintains an approximately 14.4' separation from the rear property line, which complies with the County's allowable encroachment limits.

b. **ACTION:**

- i. Motion (by: RC, 2nd by: DK) to **APPROVE AS PRESENTED.**

VOTE TALLY		
Concur	Dissent	Abstain
6	0	0

Notes: None.

- ii. Motion **PASSES.**

VI. STAFF COMMENTARY

- A. WB presented general information about the status of the update to §2.44.G and Rainwater Harvesting.

VII. ADJOURNMENT

- A. With no further business the meeting was **adjourned** at **6:51 p.m.**

VIII. APPROVAL OF THESE MEETING MINUTES

- A. These minutes were reviewed by the Architectural Review Committee at the July 2, 2025 Meeting.

a. **DISCUSSION:**

- i. None.

b. **ACTION:**

- i. Motion (by: PC, 2nd by: JB) to **APPROVE AS PRESENTED.**

VOTE TALLY		
Concur	Dissent	Abstain
5	0	0

Notes: None.

- ii. Motion **PASSES.**