



Architectural Review Committee MEETING MINUTES

August 19, 2026 - 5:00 PM
Conference Room A/B
3805 S. Casper Dr.

MINUTES

1. CALL TO ORDER

Commissioner Felda called the meeting to order at 5:01 PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

DCD Office Assistant Kailyn Marquardt took the roll call as follows:

Present: Commissioner Felda, Commissioner Anderson, Commissioner Schulpius

Excused: Director of Community Development Greg Kessler

Staff Present: Principal Planner Kelly Wall, Deputy Director of Community Development Nikki Jones, DCD Office Assistant Kailyn Marquardt.

The Clerk confirmed that a quorum was present and that the meeting was properly posted in compliance with open meetings law.

3. APPROVAL OF MINUTES

A. 07.15.2026 Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Anderson
Second by: Commissioner Schulpius
Motion Passed 3-0

4. NEW BUSINESS

A. (3) KW UA-2601531 Veranika Halushko with Nations Roof North, LLC on behalf of Birchwood Snow & Landscape Contractors - 1903 S. Moorland Rd - Use, Site, and Architectural approval for facade updates.

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Schulpius
Second by: Commissioner Anderson

Motion Passed 3-0 with suggestion to owners to change facade on small building to the north of the office on the east side of the building and to work with planning staff for future approval.

5. PENDING

No Items

6. ADJOURN

MOTION: Motion to Adjourn at 5:11 PM

VOTE: Motion by: Commissioner Schulpus
Second by: None
Motion Passed 3-0

Meeting adjourned at 5:11 PM

Respectfully Submitted,
Kailyn Marquardt, DCD Office Assistant