



KCPOA Architectural Review Committee

Meeting Minutes: March 22, 2022

Location: KCPOA Management Office and via Zoom Link

Call to Order: The Architectural Review Committee meeting was called to order at 1:30 pm by Barbara Rist, Chair

Quorum Established:

Barbara Rist, Chair	Present
Sandi Swinford, EB Liaison	Present
Scott Hente, Member	Absent
Mark Stritzel, Member	Present
Fred Van Vurst, Member	Present

Management Team: Diane Hampson, KCPOA Community Manager, Sheridan Rohde, Assistant Manager

Attending Guests:

- **2445 Lyons View Point** – Michele Williams, Larry Gilland, LWA Studios

Approval of Minutes: The minutes from the March 8, 2022 meeting were approved (Hente/Stritzel). Motion carried.

Old Business:

1. 3818 Glen Vista Point:

- a. New Construction package submitted for Final approval 3/16/22.
- b. Requested additional information on facing material on retaining walls and exterior railing design and material.
- c. Information received by email immediately prior to the meeting.
- d. Package is pending ARC review.

2. 2445 Lyons View Point:

- a. New Construction package submitted for Preliminary approval.
- b. 3/9/2022: Revised plans and cut sheets received.
- c. 3/16/22: Further clarifications requested regarding hot tub and patio portions encroaching in setback line.
- d. 3/18/22: Received information that there are no soil-bearing pillars and this is a ground-level slab.
 - i. Stritzel noted the setback is 45' and an overhang encroachment of 5 feet is acceptable.
 - ii. ARC has ability to approve the ground-level patio within the rear setback.
- e. Note: Still concerned about drainage on the west side. Because there is only five feet between this unit and the neighbors, recommend a drainage engineer look at the drainage to make sure there are no issues between the neighbors and this home. Per Larry Gilland, everything drains to the front, owners are considering a drain that would funnel through the house that would also drain to the front.

- f. Motion was made and seconded to grant Preliminary Approval on this New Construction package (Swinford/Stritzel). Motion Carried.

Next Steps: Diane to send a Preliminary Approval letter. Owners may proceed with obtaining final RBD-stamped plans. Construction may not yet begin. Physical sample board also required when RBD plans are submitted.

3. 3850 Hill Circle

- a. New Construction package (Revisions) submitted for Preliminary Approval.
- b. 3/14/22; Requested Plan revisions and additional information received:
 - i. Grading and drainage; courtyard walls; retaining wall materials
- c. Motion was made and seconded to grant Preliminary Approval on the New Construction package (Stritzel/Swinford). Motion carried.

Next Steps: Diane to send a Preliminary Approval letter. Owners may proceed with obtaining final RBD-stamped plans. Construction may not yet begin. Physical sample board also required when RBD plans are submitted.

New Business:

1. 3730 Camel Grove

- a. New Construction Package submitted for Preliminary Approval
 - b. 3/8/22: ARC requested revisions to the documents to include: additional set-back lines for dwelling vs. garage; clarification on the design of a rear sunken patio; resolution of encroachment issues; additional information on proposed Dog Run. These items were addressed and re-submitted to the ARC.
 - c. Landscape Plan also submitted. The ARC requests that they resubmit a final Landscape Plan later in the construction cycle.
 - d. Motion was made and seconded to grant Preliminary Approval on the New Construction package. (Swinford/Van Vurst). Motion carried.
2. **Next Steps: Diane to send a Preliminary Approval letter. Owners may proceed with obtaining final RBD-stamped plans. Construction may not yet begin. Physical sample board also required when RBD plans are submitted. Landscape plans submitted, but no review at this time because they are likely to change. They are asked to resubmit landscape plans at a later time.**

Other Business:

1. **Ratification of unanimous consent for actions taken by the ARC between formal meetings: A motion was made and seconded to ratify the following (Swinford/Stritzel). Motion carried.**

a. 3051 Shadybrook Lane: Remodel – Roof Replacement

Remodel request was received on March 9, 2022 – to replace a cedar shake roof with asphalt shingle. The ARC completed its review and found the request to fully conform with section 6.7 of the KCPOA Design Guidelines. By electronic transmission on March 9th and 10th, the motion was made and duly approved by unanimous consent to grant APPROVAL to this remodel project. Owners notified in writing. Letter in file.

b. 3845 Camels View: Remodel Package Revision

A request for approval to replace garage doors, instead of previously approved re-staining, was received on March 14, 2022. By electronic transmission on March 14th and 15th, the motion was made and duly approved by unanimous consent to grant APPROVAL to this change request. Owners and builder notified in writing. Letter in file.

Next Scheduled Meeting: April 12, 2022

Adjournment: 2:10 pm