



**ARCHITECTURAL REVIEW COMMITTEE MEETING  
April 26, 2022**

**MINUTES**

**CALL TO ORDER:** The Architectural Review Committee meeting was called to order at 1:31 PM by Chairman Barbara Rist.

**Establish Quorum:** With the presence of all ARC Members, quorum was established:

Chair	Barbara Rist	Present
Board Liaison	Sandi Swinford	Present
Committee Member	Scott Hente	Present
Committee Member	Mark Stritzel	Present
Committee Member	Fred Van Vurst	Present

Representing RowCal was Diane Hampson, KCPOA Community Manager

**Introduction of guests:** No guests were present at this meeting.

**Review & approve the minutes of April 12, 2022:** The Committee approved the minutes of April 12, 2022 (Hente/Stritzel). Motion carried.

**Old Business:**

**3306 Hill Circle – New Construction/TOF Certification**

The TOF certification received on April 20, 2022 indicated that the foundation exceeded the maximum allowable elevation by 2 to 4 feet.

**Same day actions taken:**

1. Notice sent to owner and builder to cease all work until correction and recertification are completed.
2. Meeting on site with builder to discuss the problem and explain the established benchmarks which should be used.
3. Development plan survey pulled for review and confirmation of existing lot elevations and maximum allowable foundation elevations.

**Next Steps:** Builder to resurvey and resubmit to ARC for review.

**New Business:**

**3237 Viridian Point – Landscape Remodel Package submitted for Final Approval**

The complete Landscape Remodel package was received on April 20, 2022. A motion was made to approve the Landscape Remodel Package as submitted (Swinford/Hente). Motion carried.

**Next Steps:** Diane Hampson will send an approval letter to the owners and add the approval letter to file.

**Ratification of Consent for Actions taken by the ARC between Formal Meetings:**

**A motion was made to ratify approval of the following six (6) projects (Hente/VanVurst). Motion carried for all:**

**1. 3479 Signature Golf Point – Roof Remodel Package submitted for Final Approval**

The Roof Remodel package was received on April 11, 2022. This project will fulfill the owner's obligation to modify the existing residential roof design to accommodate the upper-level loft, per the Design Guidelines and as previously agreed to in November 2021. Following committee review, on April 19, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Rist/Swinford). Owners notified in writing. Letter to file.

**2. 3875 Camels View – Landscape Remodel Package submitted for Final Approval**

The complete Landscape Remodel package was received on April 15, 2022. Following committee review, on April 20, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Swinford/Van Vurst). Owners notified in writing. Letter to file.

**3. 2321 Hill Circle – Landscape Remodel Package submitted for Final Approval**

The complete Landscape Remodel package was received on April 18, 2022. Following committee review, on April 20, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Swinford/Van Vurst). Owners notified in writing. Letter to file.

**4. 1710 Coyote Point - Landscape Remodel Package submitted for Final Approval**

The complete Landscape Remodel package was received on April 18, 2022. Following committee review, on April 20, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Van Vurst/Stritzel). Owners notified in writing. Letter to file.

**5. 2571 Lyons View – New Construction Landscape Package submitted for Final Approval**

The complete New Construction Landscape package was received on April 17, 2022. Following committee review, on April 20, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Van Vurst/Stritzel). Owners notified in writing. Letter to file.

**6. 3675 Camels View – New Construction Change Request submitted for Approval**

A request for changes to the positioning of two walls on the property was received on April 20, 2022. Following committee review, on April 20, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this change request

(Swinford/Van Vurst). Owners notified in writing and cautioned to ensure that the walls do not encroach into the setbacks. Letter to file.

**Other Business:**

Diane reported the following Property Maintenance Notifications were received by the office, with acknowledgement sent to owners:

- 1. Property Maintenance Notifications Accepted**
  - a. 3645 Hill Circle – Warranty work**
  - b. 3610 Moonrise Point – Minor landscape**
  - c. 3650 Cumulus View – Landscape & irrigation repair**
  - d. 3620 Camels View – Landscape & irrigation repair**
  - e. 3708 Camelrock View – Garage doors**

**2. Management Office Report:** The wind hampered construction this week. Diane reported incidents of poor construction upkeep and some dumpsters overflowing, but no large reports save for what was reported above.

**Adjournment:** The meeting adjourned at 2:10 PM.

Respectfully submitted by Diane Hampson