



KCPOA Architectural Review Committee
Meeting Agenda

<https://us02web.zoom.us/j/83024519723?pwd=bThHaU9PMjRkYTNTQW00aXpVTWxVZz09>

Date & Time: June 14, 2022 at 1:30pm MT

Location: KCPOA Management Office and via Zoom link

Committee Members: Barbara Rist, Chairman; Sandi Swinford, EB Liaison; Scott Hente, Member; Fred Van Vurst, Member

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

Call to Order:

Quorum:

Guests:

Approval of Minutes: ARC meeting minutes for May 24, 2022

Old Business:

1. 3306 Hill Circle – New Construction/TOF Certification

The second TOF certification, submitted by the builder and dated April 26, 2022, indicated that the foundation exceeded the maximum allowable elevation by 2.9 feet at its highest measurement points. Based on continued claims by the builder that the topo numbers used to determine the maximum TOF height for the lot were inaccurate, JR Engineering was brought out to verify the original survey figures and provide a new Lot Survey report.

- a) Report received on June 2, 2022. Confirmed that the numbers used to determine maximum TOF were accurate and remain unchanged.
- b) This information and a Notice to Correct were submitted to the property owner. Stop Work Order remains in effect. Letter in file.
- c) The owner has requested a hearing before the Covenant Committee, date and time to be determined.

2. 3161 Sunnybrook Lane – Request for Tear Down

New owners have formally requested approval to tear down the existing structure at this address, before submitting their application for new construction. The owner has agreed to specified requirements, including but not limited to submission of a Demolition plan for ARC approval, payment of a \$1000 Impact Fee, filing for a Wrecking Permit and providing proof of same, and completing adequate filling and grading of the lot.

- a) The request is being processed pending an ARC determination regarding one wall which the owners would like to retain due to potential drainage issues if removed and possible impacts to the neighboring property.
- b) Section 9.1 of the KCPOA CCRs indicate that any non-conforming improvement must be brought into compliance with current KCPOA Design Guidelines when the property is altered in any way. By this covenant, the wall must be taken out because it is not an improvement that would be granted today.

3. 2553 Lyons View Point – New Construction Landscape Plan Submitted

A partial New Landscape Package was submitted on May 26, 2022. Review by the ARC determined that some items were missing per KCPOA Design Guidelines, Section 9.6 and the submitted “Design Plan” was illegible.

- a) The owner has been advised to resubmit the package with all required elements and to also note the specific and unique requirements detailed in the Appendix B lot covenants which must be adhered to. Letter in file.

4. 3818 Glen Vista Point – Revised Site Plan

A revised site plan was requested, with new topography and TOF elevation figures, to ensure compliance with the Design Guidelines and that the Final Approval remains valid. The owner provided a Draft of the revised plan on May 27, 2022, requesting time to review the numbers before submitting the Final plan. As of June 10, the Final plan has not been received for approval.

- a) A letter has been sent to the owner, requesting the Final revised site plan no later than June 14, 2022. If not received by that date, a Stop Work order will be issued

New Business:

3247 Viridian Point – New Construction Package submitted for Final Approval

The complete Final New Construction package was received on June 7, 2022. RBD stamped plans and the updated project schedule were included. The ARC will review the samples (still to be board-mounted) at today’s meeting.

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

1. RR4 – The Preserve – Model Homes Submitted for Approval: “Winfield”; “Braddock”; “Burwell”; “Vine”; “Pinon”

The Model Design packages were reviewed at ARC working sessions on May 18 and June 8, 2022. Upon receipt of “Enhance Elevation Pages” for each of the models, and following final committee review, the motion was made and duly

approved to grant FINAL APPROVAL to these Models (Rist/Swinford). Toll Brothers/Eric Isaacson notified in writing. Letter to file.

2. 3483 Skywatch Heights – Developer’s Construction Package submitted for Final Approval

The complete Construction package was received on May 17, 2022. Following committee review, on June 8, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Swinford/Rist). Toll Brothers/Eric Isaacson notified in writing. Letter to file.

3. 3730 Camel Grove – New Construction Package submitted for Final Approval

The complete Final New Construction package was received on June 2, 2022. Following committee review, on June 8, 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. 3455 Hill Circle - Landscape Remodel Package submitted for Final Approval

The complete Landscape Remodel package was received on May 31, 2022. Following committee review, on June 8, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Van Vurst/Rist). Owners notified in writing. Letter to file.

5. 3905 Greenside –Landscape Remodel Package submitted for Final Approval

The complete Landscape Remodel package was received on June 2, 2022. Following committee review, on June 8, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Rist/Van Vurst). Owners notified in writing. Letter to file.

6. 3905 Hill Circle – Remodel Project submitted for Final Approval

A request to replace existing roof materials with new tile and color was received on June 6, 2022. The site has an additional remodel project under ARC review; adding a room addition to the residential structure. With the roof change to the existing home, the same roof tile will be used on the room addition. Following committee review, on June 8, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this replacement request (Hente/Swinford). Owners notified in writing. Letter to file.

7. 3388 Skywatch Heights – Developer’s Construction Package submitted for Final Approval

The complete Construction package was received on May 17, 2022. Following committee review, on May 26-27, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Swinford/Van Vurst). Toll Brothers/Eric Isaacson notified in writing. Letter to file.

Other Business:

**1. Property Maintenance Notifications Accepted
3905 Hill Circle**

2. Management Office Report

Next Scheduled Meeting: June 28, 2022

Adjournment: