



KCPOA Architectural Review Committee

Meeting Agenda

Join Zoom Meeting

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

Meeting ID: 830 2451 9723

Passcode: 650954

Date & Time: May 24, 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; Mark Stritzel, 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 10, 2022

Old Business:

1. 3306 Hill Circle – New Construction/TOF Certification

The TOF certification received on April 26, 2022 indicated that the foundation exceeded the maximum allowable elevation by approx. 2 feet.

Actions taken following the May 10, 2022 ARC meeting:

- a. Executive Board notified of builder allegations that the lot survey information used to determine maximum foundation heights is incorrect.
- b. Building may not recommence until this matter is resolved. ARC recommends verifying the JR Engineering survey and topo numbers:
 1. If accurate, property owner to pay the costs of re-survey
 2. If inaccurate, KCPOA will recover cost from JR Engineering
- c. On-site meeting conducted with JR Engineering to define survey parameters, May 17, 2022. Contract for work signed on May 18, 2022.
- d. Re-survey to be completed as soon as possible.
- e. Letter to owners and builder in file.

2. 3905 Hill Circle – Remodel: current status- Preliminary Approval

This remodel (room addition) project was granted Preliminary Approval on March 28, 2022 and ratified at the April 12, 2022 ARC meeting. A neighbor,

Mr. Charles Ochs, owner of 3915 Hill Circle, contacted the ARC and requests the opportunity to be heard regarding his concerns that the remodel project is in violation of the covenants.

Mr. Howard Kunstle, 1830 Coyote Point Drive, will also attend the meeting to speak about the remodel project.

New Business:

1. RR4 – Model Plans “Vine”, “Burwell”, “Braddock” and “Winfield” – Submitted for Approval

All four sets of plans were submitted on May 12, 2022 for review and approval. Plan reviews showed one item missing from each set: the “Rear Enhanced Elevation” which will be utilized on any model placed on a lot that requires an enhanced rear elevation (backing on to Hill Circle and Grand Market Point). The management office sent a “Request for Additional Information” letter to Toll Brothers (Erik Isaacson) on May 19, 2022. Letter in file.

The ARC expects to grant Approval to these plans once the additional information is received.

2. 3161 Sunnybrook Lane – Request for Tear Down

New owners have taken possession of this address and are currently working with an architect for a New Construction on this lot. They have asked if they can tear down the existing structure now, prior to submitting their application for new construction. The ARC has reviewed the request and determined that this can be allowed, as a unique and separate project application, if the owner agrees to certain 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 architect and owners have been advised in writing of all requirements and the request is Pending their response.

b. A “Demolition and Tear Down” process will be developed for future requests of this nature. A draft of the process is underway and, following full ARC endorsement, will be submitted to the Executive Board for approval and inclusion in the KCPOA Design Guidelines.

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

1. 3360 Hill Circle – Landscape Remodel submitted for Approval

The Landscape Remodel package was received on May 13, 2022. This project includes the replacement of sod, rock, mulch and plantings in the front and rear areas of the property. Following committee review on May 18, 2022, the motion

was made and duly approved to grant APPROVAL to this project (Swinford/Rist). Owners notified in writing. Letter to file.

2. 2511 Chilson Lane – Remodel Package Change submitted Final Approval

A request for a change to a previously approved Remodel package was submitted on May 16, 2022. The request is to change the color of the concrete at the time the driveway is re-poured. An application, description and color sample were submitted. Following committee review, on May 18, 2022 the motion was made and duly approved to grant APPROVAL of the color change (Hente/Swinford). Owners notified in writing. Letter to file.

Other Business:

1. Property Maintenance Notifications Accepted

- i. 3665 Camel View – Stucco repair**
- ii. 3257 Viridian Point – Driveway repair**
- iii. 3945 Hill Circle – Stucco repair**
- iv. 3550 Hill Circle – Awning**
- v. 3605 Camel Grove – Solar Panels**

2. Management Office Report

Next Scheduled Meeting: June 14, 2022

Adjournment: