



## **ARCHITECTURAL REVIEW COMMITTEE MEETING July 26, 2022**

### **MINUTES**

**CALL TO ORDER:** The Architectural Review Committee meeting was called to order at 1:59 PM by Chairman Barbara Rist.

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

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

Representing RowCal was Diane Hampson, KCPOA Community Manager, and Allie Johnson, Assistant Community Manager.

**Introduction of guests:** No guests

**Review & approve the minutes of July 12, 2022:** The Committee approved the minutes of July 12, 2022 (Swinford/Van Vurst). Motion carried.

### **Old Business:**

**1. 3306 Hill Circle – New Construction/TOF Certification – Status Update**

The property will continue to be monitored. Members of the ARC met with Russ Acuff at the property to inspect the progress with cutting down the foundation. Russ Acuff emailed the committee stating that he will comply with the foundation requirements but that he does so under duress. Also mentioned in the email was that he was adding some metal bars to reinforce the foundation and that he was going to start framing. A response letter was sent to both Russ Acuff and the owner advising that the only framing that would be allowed, until the TOF is brought into compliance, would be what was needed for the re-enforcing metal being installed in the cut-down foundation.

**2. 3844 Camel Rock View – New Construction Landscape Plan Requested**

The new construction project at this address is nearing completion. The ARC notified the owners in writing on July 6, 2022 to submit a new Final

Landscape plan, there was no response to that letter. A second letter requesting Final Landscape plans has been sent.

### **New Business:**

**1. 3371 Skywatch Heights – RR1 New Construction Package submitted for Approval**

The complete package was received on July 19, 2022 for ARC review. A motion was made and seconded (Van Vurst/Hente) to approve the package as submitted. Approval letter sent to the developer.

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

**A motion was made to ratify the following projects (Rist/ Swinford). Motion carried.**

**1. 3440 Signature Golf Point – Landscape Remodel Package submitted for Final Approval**

The complete Landscape Remodel package was submitted to the ARC on July 13, 2022. The project consists of the removal and replacement of shrubs, ornamental grasses, and perennials in the front and rear yards. A rock drainage swale is also being added at the rear side of the property. Following committee review, on July 15 and 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.

**2. 3730 Camel Grove – New Construction Change Request submitted for Final Approval**

The revised Floorplan, Site Plan and Landscape Plan were received on July 15, 2022. A single change was submitted, moving a window well from the side of the residence to the back, still within the same room and without setback encroachment. This change had no effect of the previous Final approvals. Following committee review, on July 16 and 20, 2022 the motion was made and duly approved to grant APPROVAL to the Change Request (Swinford/Van Vurst). Owners notified in writing. Letter to file.

**3. 2553 Lyons View Point – Revised New Construction Landscape Plan submitted for Final Approval**

The revised Landscape Plan was submitted on July 14, 2022. Following committee review on July 19 and 20, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Swinford/Rist). Owners notified in writing. Letter to file.

**4. 4135 Reserve Point – The Greens, New Construction Design Package submitted for Preliminary Approval**

The complete Preliminary package was submitted to the ARC on July 12, 2022. The package included the Approval letter issued by the Greens for this new construction. Following committee review, on July 12 and 13, 2022 the motion was made and duly approved to grant PRELIMINARY APPROVAL to this project (Swinford/Rist). Owners notified in writing. Letter to file.

## **Other Business:**

### **1. 3905 Hill Circle – Neighbor Notice regarding Project**

Mr. Charles Ochs, the owner of a neighboring property, sent a written request for denial of the room addition at this address. This project currently has Preliminary Approval. Letter dated July 12, 2022 (see file).

- a) The issue presented by Mr. Ochs has been previously addressed on multiple occasions. The ARC has been unable to alleviate his objections despite in-person meetings and letters in which the rights of KPOA homeowners and the duties and obligations of the HOA, and the ARC, were discussed at length.
- b) This issue has now been turned over to the KCPOA HOA attorney, David Firmin, of Altitude Law for all further handling.

The ARC will proceed with this project as normal and per current design guideline policies.

### **2. Inspections Completed**

- a. Project completion inspections were performed at the following addresses
  - i. 2571 Lyons View Point
  - ii. 3605 Camel Grove

Both projects were found to be compliant with the submitted plans and design guidelines and the project files were archived.

**3. Property Maintenance Notifications Accepted** Diane reported the following Property Maintenance Notifications were received by the office, with acknowledgment sent to owners:

- a. 5100 Lyda Lane – Landscape
- b. 3610 Camels View – Roof tiles
- c. 3915 Star Rise – Mailbox

The ARC decided that they would not do Project Completion Inspections on PMNs without cause.

**4.** Barbara will arrange with Toll Brothers for the ARC and Management to visit RR1 at a future date.

**Adjournment:** The meeting adjourned at 2:40 PM.

Next scheduled meeting: August 9, 2022

Respectfully submitted by Allie Johnson