



ARCHITECTURAL REVIEW COMMITTEE MEETING
August 9, 2022

MINUTES

CALL TO ORDER: The Architectural Review Committee meeting was called to order at 1:57 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	Absent

Representing RowCal was Allie Johnson, Assistant Community Manager.

Introduction of guests: Thomas and Gail Rollinger, 2220 Hill Circle

Review & approve the minutes of July 12, 2022: The Committee approved the minutes of July 26, 2022 (Swinford/Hente). Motion carried.

Old Business:

1. 1690 Hill Circle PMN – Discussion

Thomas and Gail Rollinger, adjacent neighbors to 1690 Hill Circle attended the meeting to get clarification on the ARC process. They had called to advise the ARC that the owners of 1690 Hill Circle were doing extensive land clearing in the back yard and they were concerned with the amount of work being done and if the work had been approved. They also had questions about what type of play equipment would be allowed. Barbara explained that a Property Maintenance Notification was submitted and approved to remove trees and perform fire mitigation steps. Barbara explained the difference between a PMN and a landscape remodel. The owner of 1690 Hill Circle has been informed of the ARC policies and procedures. The Rollingers were informed that the ARC will monitor the project.

2. 3306 Hill Circle – New Construction/TOF Certification – Status Update

The property will continue to be monitored. The remaining foundation has been cut down but the blocks still remain on-site. The remaining foundation has been cut down but the cut blocks remain on-site. Metal reinforcement beams have been delivered to provide structural reinforcement. New TOF certification expected within 5 days.

3. 3161 Sunnybrook Lane – Demolition Project

The demolition project is scheduled to start in August of 2022. The owners have been notified that the ARC will need a copy of the wrecking permit before the structural tear-down begins.

New Business:

1. 3322 Hill Circle – New Construction Landscape

A letter was sent to the new owners advising of the need to complete the initial landscaping and to submit their plan. A copy of the Westgate Homes Drainage (Appendix B) letter was also sent to them.

2. S. Swinford is drafting a new Design Guidelines sections that clarifies the review and approval process when the project falls withing a sub-association.

3. B. Rist requested that new sections be added to ARC meeting agendas. Those sections are Completed Projects and Completed Inspections.

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

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

1. 2499 Lyons View Point – Revised New Construction Package submitted for second Preliminary Approval

The original New Construction package received Preliminary Approval on February 22, 2022. A Revised Package was submitted on August 1, 2022 with a request for a new Preliminary Approval, based on this package. Changes to the project entailed making the home slightly smaller, general design changes, and revision of the exterior colors and materials. Following committee review, on August 4, 2022 the motion was made and duly approved to grant PRELIMINARY APPROVAL to this project, for plans and electronic sample board dates July 27 and 31, 2022 and August 1, 2022. (Rist/Hente). Owners notified in writing. Letter to file.

2. 3905 Star Rise Point – Remodel (New Roofing) Package submitted for Approval

The Remodel application was received on August 4, 2022, requesting approval for a new roof using different material/color than currently on the structure. Following committee review, on August 5, 2022 the motion was made and duly approved to grant APPROVAL to this project (Rist/Van Vurst). Owners notified in writing. Letter to file.

Other Business:

1. Completed Projects - The following projects have been completed and inspected by the ARC. The files have been closed and homeowners notified to come pick up any construction or landscape plans. The notification advised the homeowners that any items left in the office after one week from the notification will be destroyed.

- a. 2321 Hill Circle
- b. 2571 Lyons View Pt.
- c. 3605 Camel Grove
- d. 3615 Moonrise Point

2. Completed Inspections

- a. 3322 Hill Circle – New Construction
- b. 3719 Camelrock – New Construction. Residential Inspection only was completed on 5/10/22

All projects were found to be compliant with the submitted plans and design guidelines.

3. Property Maintenance Notifications Accepted

The following Property Maintenance Notifications were received by the office, with acknowledgment sent to owners:

- a. 3815 Edgecliff – Tree Removal
- b. 1760 Coyote Point Drive – Install Artificial Turf
- c. 2511 Hill Circle – Driveway Seal Coat

4. Barbara has arranged a “Show & Tell” of the Red Rocks subdivision for the ARC and Management. The tour has been scheduled for September 7th, 2022 at 11:30am. Many Toll Brothers representatives will be attending.

Adjournment: The meeting adjourned at 2:54 PM.

Next scheduled meeting: August 23, 2022

Respectfully submitted by Allie Johnson