



ARCHITECTURAL REVIEW COMMITTEE MEETING September 13, 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	Present

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

Introduction of guests: Michael Pi, 3844 Camelrock View, Matt Coleman, Board President, and Stephen D'Amico, 3025 Valleybrook Lane

Review & approve the minutes of July 12, 2022: The Committee approved the minutes of August 23, 2022 (Hente/Van Vurst). Motion carried.

Old Business:

- 1. 3730 Camel Grove – New Construction/TOF**
Received a good TOF
- 2. 3890 Glen Vista – New Construction/TOF**
Received a good TOF
- 3. 3247 Viridian Point – New Construction/TOF**
Received a good TOF
- 4. 3360 Hill Circle – Landscape Renovation Project/Status Update**
The ARC committee was notified that the project was completed and inspected the property on September 12, 2022. The inspection found that the installed landscaping did not match the submitted plans. A letter was sent to the owner requesting that the landscaping be modified to match the

submitted plans or to submit a new landscape plan requesting approval of the changes made to the original.

5. 3818 Glen Vista – New Construction/TOR

Received a good TOR

6. 3161 Sunnybrook – Demolition Project

The ARC received the required wrecking permit and demolition of the building has begun.

7. 3306 Hill Circle – New Construction – Status Update

The property will continue to be monitored. The remaining foundation has been cut down, but the blocks remain on-site still. A letter has been sent to the owners informing them to have the site cleaned up.

New Business:

1. A motion was made (Hente/Swinford) to recommend to the EB the appointment of Stephen D'Amico to the ARC committee. The motion carried.

2. 3080 Sunnybrook – Remodel

The ARC received the additional information requested about the pergola. A motion was made (Swinford/Hente) to approve the project. The motion carried and a letter was sent to the owner.

3. 3025 Valleybrook – Remodel Project submitted as PMN

The ARC received the information requested showing the location of the proposed solar panels. After reviewing the information, the ARC has requested that the owner have the solar company provide a letter stating that the panels need to be installed as designed for efficiency.

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. 1290 Almagre Heights (RR1) – New Construction Package submitted for Final Approval

The New Construction package was submitted to the ARC on August 30, 2022. Following committee review, on August 31 and September 1, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Rist/Van Vurst). Developer notified in writing. Letter to file.

2. 3355 Skywatch Heights (RR1) – New Construction Package submitted for Final Approval

The New Construction package was submitted to the ARC on August 31, 2022. Following committee review, on September 2, 2022, the motion was made and duly approved to grant FINAL APPROVAL to this project (Rist/Van Vurst). Developer notified in writing. Letter to file.

3. 3615 Moonrise Point – Landscape Renovation Package submitted for Final Approval

The Landscape package was submitted on August 30, 2022. The owner requests approval to add plant materials along the rear of the property. Following committee review on September 7, 2022 the motion was made and duly approved to grant FINAL APPROVAL to this project (Swinford/Hente). 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. 3719 Camelrock View – New Construction
- b. 3487 Hill Circle – PMN – Remove and Replace Trees
- c. 2427 Lyons View Point – New Construction
- d. 3665 Camels View
- e. 1710 Coyote Point Drive

2. Inspections Performed

- a. 3680 Camels View - Landscape
- b. 3719 Camelrock – New Construction Landscape
- c. 3844 Camelrock – New Construction Residence
- d. 3675 Camels View – New Construction Residence

The property was not cleaned up and ready for inspection. The ARC will reinspect the site when the owner submits an "Owner's Notice of Completion" form KCPOA-007.

All projects, except as noted, 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. 3760 Camels View – Stucco
- b. 2521 Hill Circle – Driveway Seal Coating
- c. 2510 Hill Circle – Driveway Seal Coating
- d. 3710 Camels Ridge Lane - Deck

4. Management Updates

- a. 3915 Star Rise Is almost complete. The Certificate of Occupancy is expected soon.
- b. Matt Coleman spoke to the committee about the need for volunteers and thanked the current members for their hard work. Mention was made to think about water use and plants in the future and in future revisions to the design guidelines.
- c. Matt invited the committee to the upcoming Volunteer Orientation/Training.
- d. A motion was made (Swinford/Van Vurst) to recommend to the EB a newly revised Design Guidelines. Motion carried.

Adjournment: The meeting adjourned at 3:28 PM

Next scheduled meeting: September 27, 2022

Respectfully submitted by Allie Johnson