



KCPOA Architectural Review Committee
Meeting Agenda

<https://us02web.zoom.us/j/81658775292?pwd=SE5oejhmYnZmNEEx5cWZRZGs3UIVsQT09>

Date & Time: September 13, 2022

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; Allie Johnson, Assistant Community Manager

Call to Order:

Quorum:

Guests: Steve D'Amico, ARC Member Candidate

Approval of Minutes: ARC meeting minutes for August 23, 2022

Old Business:

1. 3730 Camel Grove – New Construction/TOF Certification

September 5, 2022, Owner submitted the Top of Foundation certification in the form of an Improvement Location Certificate. Verified as conforming to approved plans and lot covenants.

2. 3890 Glen Vista – New Construction/TOF Certification

August 30, 2022, Owner submitted the Top of Foundation letter in draft form, to verify it meets certification requirements. Owner advised the format is correct and asked to resubmit with stamp and signature.

3. 3247 Viridian Point – New Construction/TOF Certification

August 29, 2022, Builder submitted Top of Foundation certification in letter form. Verified as conforming to approved plans and lot covenants.

4. 3360 Hill Circle – Landscape Renovation Project/Status Update

September 8, 2022, Owner notifies the management office that this project has been completed. S. Swinford will prepare the Inspection Report.

New Business:

1. 3080 Sunnybrook – Remodel Project Application

This Remodel application package was submitted on September 7, 2022. The owner is requesting approval to install a pergola over the front entrance of the home. A preliminary review found that additional information is needed: description of the materials to be used and color sample; method of installation; other ramifications to surrounding landscape and hardware; cost (for determination of Impact Fee). The committee will complete the package review once the information is received. Letter to file.

2. 3025 Valleybrook – Remodel Project submitted as PMN

A Property Maintenance Notification was submitted to the ARC on September 8, 2022. The project consists of installing roof-top solar panels. Because this is a change to the exterior of the home, the owner has been asked to resubmit this project as a Remodel for review and approval by the ARC. Additional information has also been requested: drawing showing the planned location for the solar panels; cost (for determination of the Impact Fee). The committee will complete the package review once the information is received. Letter to file.

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

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.

4. 2330 Hill Circle – Remodel Package submitted for Final Approval

The Remodel package was submitted to the ARC on September 8 2022. The project is for exterior repainting of the residential structure with a new paint color used on the stucco (trim remaining the same color). Following committee review, on September 8, 2022 the motion was made and duly approved to grant APPROVAL to this project (Van Vurst/Rist). 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. Completed Inspections

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

3. Property Maintenance Notifications Accepted

- 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 Office Report

- a. 3354 Hill Circle – Owners notified of preliminary approval expiration.

Next Scheduled Meeting: September 27, 2022

Adjournment