



**ARCHITECTURAL REVIEW COMMITTEE MEETING  
October 11, 2022**

**MINUTES**

**CALL TO ORDER:** The Architectural Review Committee meeting was called to order at 2:01 PM by Chairman Barbara Rist.

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

Chair	Barbara Rist	Present
Board Liaison	Scott Hente	Present
Committee Member	Sandi Swinford	Present
Committee Member	Steve D'Amico	Absent

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

**Introduction of guests:** Stuart Furgerson, ARC Member candidate

**Review & approve the minutes of September 27, 2022:** The Committee approved the minutes of September 27, 2022, as amended (Hente/ Swinford). Motion carried.

**Old Business:**

**3161 Sunnybrook Lane – Demolition Project**

The ARC received notification that the project was completed on September 30, 2022. The lot has been returned to its natural condition and all clean-up was completed. No completion inspection needed.

**New Business:**

**3322 Hill Circle – New Construction Landscape**

The new construction Landscape package was submitted to the ARC on October 4, 2022. The initial review found that a detailed “Landscape Plan”, as required per Section 9.0 of the Design Guidelines, was not provided. The owner was advised to resubmit, providing a detailed plan with all required elements. Letter to file.

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

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

**1. 3419 Skywatch Heights (RR1) – New Construction**

The New Construction package was submitted on September 28, 2022. Following committee review, on September 29, 2022, the motion was made and duly approved to grant FINAL APPROVAL to the project (Rist/Swinford). The developer was notified in writing. Letter to file.

**2. 3440 Hill Circle – Remodel Project Change Request**

The Change Request was submitted on September 30, 2022, for modifications to the previously approved foundation plan. Following committee review, on September 30, 2022, the motion was made and duly approved to grant APPROVAL for the requested foundation modification (Rist/Hente). The owner was notified in writing. Letter to file.

**3. 3805 Brushland Court – Landscape Remodel**

The Landscape package was submitted on October 3, 2022. Following committee review, on October 5, 2022, the motion was made and duly approved to grant FINAL APPROVAL to this project (Rist/D’Amico). The owner was notified in writing. Letter to file.

**4. 4165 Reserve Point (The Greens) – New Construction Landscape**

The Landscape package was initially submitted on August 5, 2022. The package was placed “on hold” pending receipt of sub-association approval documentation. Following receipt of The Greens approval letter, on October 5, 2022, the motion was made and duly approved to grant FINAL APPROVAL to this project (Rist/D’Amico). Owner notified in writing; cc: sub-association. Letter to file.

**5. 4115 Reserve Point (The Greens) – New Construction**

The New Construction application and Impact Fee were submitted on October 4, 2022 (all other package elements received previously). Following committee review, on October 5, 2022, the motion was made and duly approved to grant FINAL APPROVAL to the project (Rist/Hente). Owner notified in writing; cc: sub-association. Letter to file.

**6. 3665 Camels View – Landscape Remodel**

The Landscape package was submitted on October 5, 2022. Following committee review, on October 7, 2022, the motion was made and duly approved to grant FINAL APPROVAL to this project (Swinford/Rist). The owner was notified in writing. Letter to file.

## **Other Business:**

1. A motion was made and seconded (Swinford/Hente) to recommend to the Executive Board the appointment of Stuart Furgerson as an ARC Committee Member. The motion carried.
2. Barbara Rist advised the committee that going forward, whenever an ARC project occurs for a project within a sub-association, a copy of the KCPOA ARC decision letter will be sent to the ACC contact or Board for that sub-association.
3. Barbara advised the committee that she shared the ARC's concern to Erik Isaacson, that the 1½ inch black granite rock, proposed for use between all the homes in the RR4 development, may appear too dark when used in that quantity. She informed the committee that Erik stated that Toll Brothers has used this color rock in other developments, that it did not look as dark as it appears in the cut-sheets, and that he will send photograph examples of what the rock will look like installed. If the ARC remains concerned about the color, we may discuss options.
4. **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.**

3161 Sunnybrook Lane – Demolition

### **5. Inspections Performed**

No Inspections were performed.

### **6. Property Maintenance Notifications Accepted**

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

3710 Cumulus View - Landscape

## **Management Office Report**

- a. Diane Hampson conducted a site visit of the community before the meeting and noted that three new construction projects have reached the point of needing to submit their Top of Roof certificates. Those properties are 3818 Glen Vista Point, 3890 Glen Vista Point, and 3247 Veridian Point. Request letters sent to the owners.

- b. 3915 Star Rise Point looks to be complete, however, a Certificate of Occupancy has not yet been issued. It was noted by Barbara that when conducting the completion inspection, the ARC will need to review the submitted landscape plans and the approval letter carefully as the plans were submitted to and approved by the previous ACC committee.

**Adjournment:** The meeting adjourned at 2:43 PM

Next scheduled meeting: October 25, 2022

Respectfully submitted by Allie Johnson