



KCPOA Architectural Review Committee Meeting  
Agenda

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

**Date & Time:** November 8, 2022 at 2:00pm

**Location:** KCPOA Management Office and via Zoom link

**Committee Members:** Barbara Rist, Chairman; Scott Hente, EB Liaison; Sandi Swinford, Member; Steve D'Amico, Member; Scott Furgerson, Member

**Management Team:** Diane Hampson, KCPOA Community Manager; Allie Johnson, Assistant Community Manager

**Call to Order:**

**Quorum:**

**Guests:**

**Approval of Minutes:** ARC Meeting Minutes, October 25, 2022

**Old Business:**

**1. 3890 Glen Vista Point – New Construction Change Request**

The owners submitted a Change Request on October 28, 2022 (electronic file only). New exterior elevation plan page shows 3 areas, previously approved for stucco, now changed to stone (to match other locations on the home). Revised Plan Page is dated 10/27/22. The ARC is waiting for the hardcopy document prior to issuing an approval.

**2. 3322 Hill Circle – New Construction Landscape Package**

The owner's landscaper contacted B. Rist requesting a phone meeting to discuss the KCPOA Landscape requirements. Rist provided the Landscape Design Guidelines and suggested he review these requirements prior to setting up a meeting. This package remains "Pending" the resubmittal of a professionally prepared landscape plan.

**3. Top of Foundation Certifications – Received and Verified**

- a. 3323 Skywatch Heights
- b. 3340 Skywatch Heights

**4. Top of Roof Certifications – Received and Verified**

- a. 3890 Glen Vista Point
- b. 3247 Viridian Point

## **New Business:**

**1. 3820 Camels View – Landscape Remodel Package Submitted**

The complete Landscape Remodel package was received on November 4, 2022 for ARC review.

**2. RR1: 1210 Almagre Heights – New Construction Package Submitted**

The complete New Construction package was received on November 4, 2022 for ARC review.

**3. RR1: 1258 Almagre Heights – New Construction Package Submitted**

The complete New Construction package was received on November 4, 2022 for ARC review.

**4, 3430 Hill Circle – New Construction Package Submitted for Preliminary Review**

The New Construction package was submitted on November 4, 2022 for ARC review and approval, under the current owner’s name. The property is currently “for sale” but the owner hopes to include Approved Preliminary Plans with the sale of the property.

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

None taken during the last period.

## **Other Business:**

**1. September 2022 Design Guidelines – review homeowner comments**

**2. ARC Survey – finalize and schedule**

**3. Neighbor Notification Process - process review and next steps**

**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.**

a. 3605 Camel Grove

**5. Property Maintenance Notifications Accepted**

a. 2311 Hill Circle – PMN project completed

b. 3805 Alta Mesa Ct. – PMN project completed

**6. 3685 Hill Circle – Response to denial of fees refund.**

## **Management Office Report:**

**Next Scheduled Meeting:** December 13, 2022 at 2:00pm (No meeting on November 22, 2022 due to the Thanksgiving Holiday)

## **Adjournment:**