



KCPOA Architectural Review Committee Meeting Agenda

<https://us02web.zoom.us/j/81658775292?pwd=SE5oejhmYnZmNE5cWZRZGs3UIVsQT09>

Date & Time: January 10, 2023 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; Stuart Furgerson, Member

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

Call to Order:

Quorum:

Guests: Steve Miller, Galian Homes: 3685 Hill Circle
Tom Danner and Nicola Myers-Murty: ARC member candidates
Karen Young, owner 3785 Hill Circle

Approval of Minutes: "Amended and Corrected" Final Minutes for September 28, 2021 meeting
Final Minutes for December 12, 2022 meeting

Old Business:

1. 3685 Hill Circle – New Construction Project, Preliminary Review
Steve Miller, President of Galian Homes, present to discuss this project.

2. 3430 Hill Circle – New Construction Package, Preliminary Review
The builder submitted a revised site plan intended to address issues noted at the previous ARC meeting. The additional information requested, to verify the maximum foundation height, was not provided correctly (wrong locations for measurement were used). Letter sent on December 21, 2022 requesting the corrected data points. The ARC will complete the Preliminary review upon receipt of this information.

3. Top of Foundation Certifications – Received and Verified
a. 1210 Almagre Heights
b. 1194 Almagre Heights
c. 3268 Virga Loop

4. Top of Roof Certifications – Received and Verified
a. 4135 Reserve Point
b. 3730 Camel Grove

New Business:

No new business during this period

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

1. 3247 Viridian Point – New Construction, Change Request

A Change Request was submitted on December 20, 2022 to modify the approved roofing materials. A roofing diagram and sample material was provided. Following committee review on December 21, 2022, the motion was made and duly approved to grant APPROVAL for the modified roofing material (Rist/Swinford). S. Hente recused himself from the vote. Letter to file.

2. 3818 Glen Vista Point – New Construction, Change Request

The Change Request materials (noted at last ARC meeting) were submitted on December 20, 2011. Revised elevation drawings and written description showed changes to some door/window sizes and the elimination of a balcony and pergola. All changes were reviewed for continued conformance with lot covenants and design guidelines. Following committee review on December 21 and 22, the motion was made and duly approved to grant APPROVAL for the design changes as submitted (Rist/Hente). Letter to file.

3. 2463 Lyons view Point – Landscape Remodel

The Landscape Remodel package was submitted on December 19, 2022. Following committee review on December 20-23, the motion was made and duly approved to grant APPROVAL for the project as submitted (Rist/Furgerson). Letter to file.

4. 3925 Greenside – Remodel

The window and door Remodel package was submitted on December 21, 2022. The project is limited to the replacement of an existing door and window grouping with a new configuration. An interior fireplace replacement was also noted. Following receipt of the electronic plan set and committee review on December 24 – 28, the motion was made and duly approved to grant APPROVAL for the project as submitted (Rist/Swinford). Letter to file.

Other Business:

1. 3725 Camel Grove – Correction to Landscape Package Approval, September 2021

The ARC recently learned that an error had been made in the Approval letter submitted to the owners of this property address. The error has now been corrected and the property owners have been notified that the plans were approved as submitted, with the caveat the driveway width at the street cannot exceed 14' (side-load garage). If the owners did not build the parking pad as originally planned, the previous Approval will be grandfathered for a future project. As noted above, meeting minutes from September 28, 2021 have also been amended and corrected.

2. 3710 Camels View – New Construction, 2nd Preliminary Review

The revised package is expected imminently and will be circulated to all committee members for review and discussion at the next ARC working session. TBD: Variance Request Posting

3. ARC Survey

The single-question survey is ready to launch shortly after the release of the KCPOA community newsletter. An article has been placed in the newsletter announcing the survey and seeking owner input on the topic of artificial turf. TBD: Routing of survey responses and tabulation

4. KCPOA ARC Webpage

All ARC documents are loaded and available to print or download. New “front-end” introduction page, developed by S. D’Amico, to deploy soon.

5. ARC Work Session Schedule

Discuss changing this schedule if it can be accommodated by all committee members.

6. 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.

No Completed projects

7. Property Maintenance Notifications Accepted –

- a. 3785 Hill Circle – Window Replacement

Management Office Report:

- a. 3387 Skywatch Heights is close to completion and is scheduled to close at the end of January. A meeting with Erik Isaacson, Toll Brothers, has been scheduled for Wednesday, January 11th, 2023 to discuss how construction completion will be handled as development progresses.
- b. The office received an application for Right of Way Restoration and a Demolition permit for 1433 Smoochers Circle. The Demolition Impact Fee has been collected and the Right of Way Restoration Permit has been processed. We are waiting for the contractor to drop off the restoration fee. This property is part of the Park sub-association.

Next Scheduled Meeting: January 24, 2023 at 2:00pm

Adjournment: