



ARCHITECTURAL REVIEW COMMITTEE MEETING January 24, 2023

MINUTES

CALL TO ORDER: The Architectural Review Committee meeting was called to order at 2:07 pm by Chairman Barbara Rist.

Establish Quorum: With the presence 4 ARC Members, a quorum was established:

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

Representing RowCal is Allie Johnson, Assistant Community Manager.

Introduction of guests:

Tom Danner: ARC member candidate
Nicola Myers-Murty: ARC member candidate
Mr. Allen, Owner 3620 Camels Grove

Review & approve the minutes of January 10, 2023: The Committee approved the minutes of January 10, 2023 (Furgerson/D'Amico). Motion carried.

Old Business:

1. 3620 Camels Grove – Landscape Remodel

A Landscape Remodel application package was received on September 6, 2022. The package showed large areas of sod (lawn) to be removed. No information was provided on the replacement materials. The owner was notified on September 9, 2022 that a Landscape Plan, as specified in the KCPOA Design Guidelines, is required for ARC review and approval. No response was received. During the meeting, Mr. Allen explained the history of the project request and what he wanted to do. The ARC detailed what Mr. Allen needs to provide before they can make a decision and he was given a copy of Section 8 of the Design Guidelines.

- 2. 3685 Hill Circle – New Construction, Preliminary Review, and Variance Request**
A Variance Request was submitted on November 30, 2022: to allow/approve the existing foundation which is 6" above the max TOF at living space. This request was denied on December 7, 2022 due to lack of supporting evidentiary documentation. On January 18, 2023, engineering reports were submitted to support the initial request. Owner, Galiant Homes, is seeking Preliminary Approval and Variance Posting. A motion was made and seconded (Rist/D'Amico) to grant Preliminary Approval. The motion carried. A motion was made and seconded (Rist/Furgerson) to grant the posting of the Variance Request. The motion carried. The management office posted the Variance Request.
- 3. 3247 Viridian Point – Change Request**
A Change Request was submitted on January 11, 2023 to change the style and color of the exterior stone from that previously approved by the ARC. Sample provided. A motion was made and seconded (Swinford/D'Amico) to approve the change request. The motion carried.
- 4. Top of Foundation Certifications – Received and Verified**
 - a. No Top of Foundation certificates were received.
- 5. Top of Roof Certifications – Received and Verified**
 - a. No Top of Roof certificates were received.

New Business:

- 1. 1970 Inwood Circle – Remodel, Fence Replacement**
A New Construction application and fence diagram was submitted for a fence remodel project. The application was submitted on January 10, 2023 but not found until January 18, 2023 (the email was routed to a quarantine file in error). This project consists of removing an older, damaged fence and replacing it with a new fence that is positioned differently on the property and encloses a much larger area. The ARC has advised the owner of the following:
 - a. Submit a Remodel Application
 - b. Submit a Site Plan that shows the property lines, setback lines, and structure footprint WITH the proposed new fencing location included on the plan.The ARC will consider this project when the requested information is submitted.
- 2. 3276 Skywatch Heights – New Construction Landscape Plans**
The ARC received landscape plans for the new construction project at 3276 Skywatch Heights. Following review by the ARC, it was determined that additional information is needed for the submitted Landscape package. A letter of request was sent to the future owners as well as Toll Brothers indicating the following:
 - a. Lot grading information must be shown on the plans. Even when remaining in its current condition, the grading figures are used to ensure that the lot remains unchanged and drains properly.

- b. Cut-sheets are needed for plantings, rock materials, and mulch (name and photograph).
- c. The “Spring Snow Crabapple” tree must be planted in a position that will not encroach onto the neighboring property at maturity.
- d. Ensure that “Native” areas do not extend to the street.

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

A motion was made to ratify the following projects (Swinford/D’Amico). Motion carried.

1. 3710 Camels View – New Construction Project, Preliminary Approval and Variance Request

The Revised Preliminary Plans were submitted on January 9, 2023, in response to a “Request for Changes”, by the ARC, on November 28, 2022. Committee review found that all issues had been corrected and/or addressed. Additionally, a “Request for Variance” application (previously submitted on November 15, 2022) was noted as modified to request one screening wall only, to accommodate special ADA needs. On January 17, 2023, the motion was made and duly approved to grant PRELIMINARY APPROVAL for the New Construction package (structure and hardscape only at this time) and to grant approval for Posting of the Variance Request (D’Amico/Furgerson). Letter to file. Sandi Swinford recused herself from voting due to being a neighbor. The management office posted the Variance Request.

2. 3486 Crest Hollow View – New Construction Project, Construction Approval

The New Construction package was submitted on January 12, 2023. Following committee review, on January 17, 2023, the motion was made and duly approved to grant FINAL APPROVAL for this project (Swinford/D’Amico). Letter to file.

3. 1209 Almagre Heights – New Construction, Construction Approval

The New Construction package was submitted on January 12, 2023. Following committee review, on January 17, 2023, the motion was made and duly approved to grant FINAL APPROVAL for this project (Rist/D’Amico). Letter to file.

Other Business:

1. Toll Brothers Luncheon at RR1 Featured Home

Eric Isaacson/Toll Brothers will be hosting lunch for the ARC members and management staff at 1274 Almagre Heights on February 21, 2023, immediately following the ARC Working Session. The Featured Home in this development has now been completed and attendees will tour the property.

2. Completed Projects - The following projects have been completed and inspected by the ARC. The files have been closed and homeowners notified to come to 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. **3675 Camel View** – New Construction -The ARC received the owners' notice of completion and conducted its final inspection on 1/19/23. The building is complete and the Builder Escrow refund was initiated. The landscaping is not complete, so the project is still open.

3. Property Maintenance Notifications Accepted

a. No PMNs were accepted.

Management Office Report:

1. Toll Brothers submitted a complete Developers Notice of Completion package for 3387 Skywatch Heights. A trash toter and service with GFL was ordered.
2. Steve D'Amico presented some proposed changes to the PSR to help track project statuses.

Next Scheduled Meeting: February 14, 2023 at 2:00 pm

Adjournment: The meeting was adjourned at 3:51 pm

Submitted By: Allie Johnson, Assistant Community Manager