



KCPOA Architectural Review Committee Meeting Agenda

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

Date & Time: March 14, 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; Tom Danner, Member

Management Team: Allie Johnson, Assistant Community Manager

Call to Order:

Quorum:

Guests:

Larry Whittaker – 3890 Glen Vista Point

Approval of Minutes: ARC Meeting Minutes – February 28, 2023

Old Business:

1. 3387 Skywatch Heights – New Construction Landscape, Submitted for Approval

All package components were received on March 2, 2023 and forwarded to committee members for review. After review, it was determined that a number of required elements are missing from the landscape drawings. On March 8, 2023, the buyer/owner was notified of the additional information needed and provided a "Sample Plan" for illustration. Letter to file. No action expected at this meeting.

2. 3467 Skywatch Heights - New Construction Landscape, Submitted for Approval

All package components were received on February 28, 2023 and forwarded to committee members for review. After review, it was determined that several required elements are missing from the landscape drawings or cannot be approved as submitted. On March 8, 2023, the buyer/owner was notified of the additional information and modifications needed. Letter to file. No action expected at this meeting.

3. 3890 Glen Vista – New Construction Landscape, Submitted for Approval

This Landscape Package was originally received on March 3, 2023. Following discussions with the owner, a new Landscape Plan was submitted on March 6th, to conform with current KCPOA Design Guidelines, and forwarded to the committee for review. After review, it was determined that additional information is needed. On March 8, 2023, the owner was notified of these items, letter to file, and indicated he plans to attend this meeting and will bring the information at that time.

4. 3372 Skywatch Heights - New Construction Landscape, Submitted for Approval

This Landscape Package was originally received late January, 2023 and the buyer/owner was notified of missing components and areas of non-conformance with the KCPOA Design Guidelines. February 27, 2023, the landscape contractor requested more information and was sent the KCPOA Landscape Design Guidelines and a Sample Landscape Plan. On March 6, 2023, a revised Landscape Plan was submitted for ARC review and approval.

5. (RR1) "Fleetwood" Master Floorplan Package

The Revised "Fleetwood" Master floorplan, for use in Red Rocks, was submitted on March 9, 2023 for ARC review and approval. This new model, along with the "Daltry" model approved in February, have been submitted to provide buyers more model selections that will fit on the smaller lots in Red Rocks.

6. Top of Foundation Certifications – Received and Verified

- a. 3060 Virga Loop
- b. 3339 Skywatch Heights
- c. 3435 Skywatch Heights

7. Top of Roof Certifications – Received and Verified

None this period

8. Drainage Surveys – Received and Verified

- a. 3308 Skywatch Heights
- b. 3467 Skywatch Heights

New Business:

1970 Inwood Circle – Remodel Project

The Remodel Package was received on March 2, 2023. *Note: this project was originally submitted under a New Construction application and without required documentation. It was returned to the owner for resubmittal with correct application and materials.* The project entails removing an existing wood fence and replacing it with a new and larger wood fence, in a different location. Following ARC review, it was determined that the project could not be approved as submitted based on non-conformance with current KCPOA Design Guidelines (material) and location of the new fencing. On March 8, 2023, the owner was notified of the requirements and asked to modify and resubmit their project. Letter to file. No action expected at this meeting.

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

1. 3080 Sunnybrook Lane – Remodel Project

The Remodel Package was received on March 1, 2023 and entails the addition of a courtyard railing at the front entrance. Following ARC review on March 2, 2023 the motion was made and seconded (Rist/Furgerson) to grant Final Approval for this project. Motion passed. Owners notified in writing. Letter to file.

2. 5021 Lyda Lane – Remodel Project

The Remodel Package was received on February 28, 2023 and entails the exterior materials and paint updates and the extension and covering of a rear patio. Following ARC review on March 7, 2023 the motion was made and seconded (Rist/Swinford) to grant Final Approval for this project. Motion passed, with one member recusing himself (Danner) due to being the next-door neighbor to this property. Owners notified in writing. Letter to file.

3. 3430 Hill Circle – New Construction Project

The Final New Construction package was received on February 28, 2023 and submitted to the ARC for final review. On March 7, 2023, the motion was made and seconded (Hente/Rist) to grant Final Approval for this project. Motion passed. Owners notified in writing. Letter to file

4. 3131 Virga Loop (RR4) – New Construction Project

The Final New Construction package was received on March 2, 2023 and submitted to the ARC for final review. On March 7, 2023, the motion was made and seconded (Rist/D’Amico) to grant Final Approval for this project. Motion passed. Developer notified in writing. Letter to file.

Other Business:

1. 2553 Lyons View Point – Owners Notice of Completion

The owner submitted the “Notice of Completion” form on March 1, 2023. A subsequent inspection revealed that the project was not fully completed. The final inspection will not be conducted, and the Builder Escrow Deposit will not be refunded, until the owner notifies the ARC that the site has been cleaned, all materials and dumpsters removed, and the driveway has been poured.

2. 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. 3845 Camels View
- b. 3815 Edgecliff

3. Property Maintenance Notifications Accepted –

- a. None

Management Office Report: The mailboxes for RR1 have been installed and the keys turned over to Troll Brothers for distribution. Toll Brothers sales report for RR1 21 homes sold, RR4 11 homes sold and 5 QMIs.

Next Scheduled Meeting: March 28, 2023 at 2:00pm

Adjournment: