



KCPOA Architectural Review Committee Meeting
Agenda

<https://us02web.zoom.us/j/81658775292?pwd=SE5oejhmYnZmNEx5cWZRZGs3UIVsQT09>

Date & Time: April 11, 2023 at 2:00pm

Location: KCPOA Management Office and via Zoom link

Committee Members: Barbara Rist, Chairman; Scott Hente, Member and EB Liaison; Steve D'Amico, Member; Tom Danner, Member; Nicola Myers-Murty, Nominated Member

Management Team: Allie Johnson, Assistant Community Manager

Call to Order:

Quorum:

Guests:

Approval of Minutes: ARC meeting minutes – March 28, 2023

Old Business:

- 1. Top of Foundation Certifications – Received and Verified**
2499 Lyons View Point
- 2. Top of Roof Certifications – Received and Verified**
None submitted this period
- 3. Drainage Surveys – Received and Verified**
 - a. 1209 Almagre Heights
 - b. 3403 Skywatch Heights

New Business:

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

- 1. 5021 Lyda Lane – Remodel Change Request, Submitted for Approval**
An exterior Remodel project was previously approved on March 7, 2023. A Change Request was submitted on April 6, 2023, for ARC review and approval. The changes include: New Paint Color (Shutters and Facia); Adding a New Roof; Replacing the Existing Windows. Following committee review, on April 7, 2023, the motion was made seconded (Rist/Hente) to grant Approval for the Change Request. Owner notified in writing. Letter to file.
- 2. (RR1) “Daltry” Master Floorplan – Change Request**
The developer submitted a Change Request affecting the “Traditional” elevation design on the previously approved “Daltry” model. Following committee review, on March 20, 2023 the motion

was made and seconded (Rist/Hente) to grant Approval for the new elevation design. Motion passed. Developer notified in writing. Letter to file.

3. 3228 Skywatch Heights (RR1) – New Construction Project

The revised and corrected Plot Plan for this New Construction package was received on March 30, 2023, and submitted to the ARC for final review. On March 31, 2023, the motion was made and seconded (Hente/D’Amico) to grant Final Approval for this project. Motion passed. Developer notified in writing. Letter to file.

4. 3483 Skywatch Heights (RR1) – New Construction Landscape Project

The revised Landscape Package was received on March 29, 2023 and submitted to the committee for review. On April 4, 2023, the motion was made and seconded (Rist/Danner) to grant Final Approval for this project (plan date: 3/21/23). Motion passed. Buyer and Developer notified in writing. Letter to file.

5. 3665 Camels View – Landscape Remodel, Phase 2

This Landscape Remodel project was originally approved in October 2022 and the work was to occur in 2 phases. The owners resubmitted the Phase 2 Landscape plan, on April 1, 2023, showing minor changes from the original. Following committee review, on April 4, 2023, the motion was made and seconded (Rist/D’Amico) to grant a second Approval for the Phase 2 project. Motion passed. Owner notified in writing. Letter to file.

6. 1687 Rockview Trail (The Retreat) - Landscape Remodel

The Landscape Remodel package was received on March 30, 2023 and included the Project Approval letter from the sub-association. Following committee review, on April 4, 2023, the motion was made and seconded (Rist/Hente) to grant Approval for the Landscape Remodel project. Motion passed. Owner and sub-association notified in writing. Letter to file.

7. 1177 Almagre Heights (RR1) – New Construction Project

The Final New Construction package was received on March 30, 2023, and submitted to the ARC for Final review. On April 4, 2023, the motion was made and seconded (Hente/D’Amico) to grant Final Approval for this project. Motion passed. Developer notified in writing. Letter to file.

8. 3124 Virga Loop (RR4) – New Construction Project

The Final New Construction package was received on March 30, 2023, and submitted to the ARC for Final review. On April 4, 2023, the motion was made and seconded (Hente/D’Amico) to grant Final Approval for this project. Motion passed. Developer notified in writing. Letter to file.

Other Business:

1. Project Status Report

Review projects that have passed their “expected completion date” and assign committee members to do drive-by inspections.

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. 2511 Chilson Lane – Remodel and Landscape

3. Property Maintenance Notifications Accepted -

- a. 3070 Rockbrook Lane – Remove and Replace Week Protector
- b. 3070 Rockbrook Lane – Remove Shrubs and Tree

Management Office Report:

Next Scheduled Meeting: April 25, 2023 at 2:00pm

Adjournment: