



## KCPOA Architectural Review Committee Meeting Agenda

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

**Date & Time:** May 23, 2023 at 2:00pm

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

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

**Management Team:** Allie Johnson, Assistant Community Manager

**Call to Order:**

**Quorum:**

**Guests:** Jim Gathen, ARC Committee Member Candidate

**Approval of Minutes:** May 9, 2023 ARC meeting minutes

**Old Business:**

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

None this period

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

None this period

**3. Drainage Surveys – Received and Verified**

a) 3355 Skywatch Heights

b) 3323 Skywatch Heights

**4. 1970 Inwood Circle – Fence Replacement**

The owners have not responded to the ARC letter dated April 26, 2023, notifying that a replacement fence may not be approvable “as-built” and requesting specific documentation so a final determination can be made. The Community Manager will send out a second letter on May 31, 2023. This project will remain under review.

**5. 3451 Skywatch Heights – New Construction Landscape**

The owners have not resubmitted their Landscape plan as of this date. This project remains on hold, pending receipt of the requested information.

**New Business:**

**1. Nomination of Jim Gathen for appointment to the ARC Committee**

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

### **1. 1655 Rockview – Landscape Remodel, Approval**

The Landscape Remodel package was received on May 10, 2023, for a property located in The Retreat sub-association. The package included the sub-association approval letter. Following committee review, on May 11, 2023 the motion was made and seconded (Rist/Myers-Murty) to grant Approval for the project. Motion passed. Owner and sub-association notified in writing. Letter to file.

### **2. 3467 Skywatch Heights (RR1) – Dog Run Addition, Approval**

The ARC received the Landscape package Change Request on May 9, 2023, seeking approval to add a dog run to the currently approved Landscape plan. Initial review noted that additional information was needed. Following receipt and committee review, on May 16, 2023 the motion was made and seconded (Rist/D'Amico) to grant Approval for the requested addition. Motion passed. Owner notified in writing. Letter to file.

### **3. 1830 Coyote Point – Landscape Remodel Change Request, Approval**

The ARC received the Landscape package Change Request on May 12, 2023, seeking approval to extend the areas to be remodeled beyond what was on April 18, 2023. Following committee review, on May 17, 2023 the motion was made and seconded (D'Amico/Rist) to grant Approval for the requested changes. Motion passed. Owner notified in writing. Letter to file.

### **4. 3850 Hill Circle – New Construction, Approval**

The Final New Construction package was received on April 21, 2023. The physical sample board was not submitted with the package and the owner was notified of the requirement. The sample board was received on May 12, 2023, and the committee completed its review. On May 17, 2023 the motion was made and seconded (D'Amico/Rist) to grant FINAL approval for the New Construction project. Motion passed. Owner notified in writing. Letter to file.

### **5. 3920 Elisa Court – Remodel Exterior Paint, Approval**

The Exterior Paint Remodel application, with color samples, was received on May 16, 2023. A Property Maintenance Notification was also submitted for a “like-for-like” replacement of existing windows. The Remodel application included the note that any stucco repair required due to replacing the windows would be addressed prior to the new paint application. Following committee review, on May 18, 2023 the motion was made and seconded (Rist/D'Amico) to grant Approval for the Remodel project. Motion passed. Owner notified in writing. Letter to file.

### **6. 3905 Hill Circle – Structural Remodel, Preliminary Approval**

The Preliminary Remodel package was received on May 12, 2023. The project will add a single-story room addition onto the rear of the current residential structure. Following committee review, on May 20, 2023 the motion was made and seconded (D'Amico/Rist) to grant PRELIMINARY Approval for the Remodel project. Motion passed. Owner notified in writing. Letter to file.

### **7. 3818 Glen Vista Point – New Construction Landscape, Approval**

The ARC received the new construction Landscape package on May 18, 2023. Following committee review, on May 20, 2023 the motion was made and seconded (Rist/Myers-Murty) to grant Approval for the Landscape project. Motion passed. Owner notified in writing. Letter to file.

## **Other Business:**

### **1. KCPOA Design Guidelines – May, 2023 Revisions**

A final draft of the revised Design Guidelines has been distributed to the committee for review. The ARC intends to submit the final version to the Executive Board at the May 24, 2023 board meeting.

### **2. Red Rocks (RR1) – Retaining Walls**

Erik Isaacson, Toll Brothers, presented documentation and exhibits showing structural retaining walls that are required on certain RR1 lots. No special approval is required as these walls were anticipated on those lots with steep drop-offs.

### **3. Hill Side Overlay – Questions**

Current property owners, planning New Construction projects, have questioned the applicability of the Hill Side Overlay statutes to properties in KCE. Only a portion of KCE is subject to the statutes. S. Hente, Colorado Springs Planning Commissioner, looked into this issue and will provide an update to the committee.

### **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. None at this time

### **5. Property Maintenance Notifications Accepted –**

- a. 3920 Elisa Court – Window replacements
- b. 2531 Chilson Lane – Fence Repair
- c. 2521 Chilson Lane – Fence Repair
- d. 3845 Camels View – Roof Repair

## **Management Office Report:**

During the archival of the folder for the New Construction project at 3915 Star Rise Point it was discovered that the property only received a temporary CO, pending completion of electrical and mechanical inspections. The project has been placed back on the active tracker for the PSR and marked as 50% complete. The current TCO is set to expire on 6/17/23, management will check the PPRBD website on or around 6/17/23 for an updated CO.

**Next Scheduled Meeting:** June 13, 2023 at 2:00pm

**Adjournment:**