



KCPOA Architectural Review Committee Meeting Agenda

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

Date & Time: May 9, 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: Mindy Gutierrez, Community Manager; Allie Johnson, Assistant Community Manager

Call to Order:

Quorum:

Guests:

Approval of Minutes: Review and approve April 23, 2023 ARC meeting minutes

Old Business:

1. Top of Foundation Certifications – Received and Verified

- a) 3228 Virga Loop
- b) 3260 Virga Loop
- c) 3356 Skywatch Heights
- d) 3486 Crest Hollow
- e) 1161 Almagre Heights
- f) 3131 Virga Loop
- g) 3220 Virga Loop
- h) 3259 Virga Loop
- i) 3228 Skywatch Heights

2. Top of Roof Certifications – Received and Verified

None this period

3. Drainage Surveys – Received and Verified

3451 Skywatch Heights

New Business:

1. 3805 Edgecliff Ct. – Landscape Remodel (Rear Yard), for Approval

The ARC received the Landscape Remodel application on May 5, 2023, for review and approval. This small project was submitted for the removal of 2 trees in the rear yard that have overgrown their location and are surrounded by other trees.

2. 3805 Edgecliff Ct. – Landscape & Driveway Remodel, for Approval

The ARC received the Landscape & Driveway Remodel application on May 5, 2023, for review and approval. This project includes widening the driveway at current cut-out locations and removing dead sod, replacing with gravel and plantings, at side of driveway.

3. 3451 Skywatch Heights – New Construction Landscape, for Approval

This new construction Landscape Package was received on May 5, 2023 for ARC review and approval.

4. RR1 & RR4 – Front and Garage Door Options, Submitted for Approval

Toll Brothers has requested approval for up-graded front and garage door options, on various models, in both communities. Door spec sheets and model allocation information submitted on May 5, 2023, for ARC review and approval.

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

1. 3055 Rockbrook – Residential Remodel, Preliminary Approval

The initial remodel package was received by B. Rist, direct from the owner. Brief review of submitted materials noted missing information which was then requested from the owner. The project includes a room addition, roof modifications and interior remodel elements. Following receipt and review of requested information, On May 1, 2023 a motion was made and seconded (Rist/D'Amico) to grant PRELIMINARY APPROVAL for this Remodel project. Motion passed. Owner notified in writing. Letter to file.

2. 3748 Camelrock – Landscape Remodel, Approval

The Landscape Remodel package was received on April 27, 2023, for a small renovation in the rear yard. Following committee review, on May 2, 2023 the motion was made and seconded (D'Amico/Rist) to grant Approval for the project. Motion passed. Owner notified in writing. Letter to file.

3. 3139 Virga Loop (RR4) – New Construction, Final Approval

The New Construction package was received on April 26, 2023 for ARC final review. Following committee review, on May 2, 2023 the motion was made and seconded (Rist/Myers-Murty) to grant FINAL Approval for the project. Motion passed. Developer notified in writing. Letter to file.

4. 3388 Skywatch Heights (RR1) – Landscape with Deck Rail, Approval

The New Construction Landscape package was received on April 29, 2023 and included the request for a protection railing on the rear covered deck. Following committee review, on May 2, 2023 the motion was made and seconded (Rist/Hente) to grant Approval for the project. Motion passed. Developer and buyer notified in writing. Letter to file.

5. 3171 Virga Loop (RR4) – New Construction, Final Approval

The New Construction package was received on April 26, 2023 for ARC final review. Following committee review, on May 2, 2023 the motion was made and seconded (Rist/Hente) to grant FINAL Approval for the project. Motion passed. Developer notified in writing. Letter to file.

6. 3116 Virga Loop (RR4) – New Construction, Final Approval

The New Construction package was received on April 26, 2023 for ARC final review. A revised Plot Plan was requested to show the rear staircase descending from the deck. Following receipt and committee review, on May 3, 2023 the motion was made and seconded

(Rist/Danner) to grant FINAL Approval for the project. Motion passed. Developer notified in writing. Letter to file.

7. 3012 Virga Loop (RR4) - New Construction, Final Approval

The New Construction package was received on May 1, 2023 for ARC final review. Following committee review, on May 3, 2023 the motion was made and seconded (Rist/Hente) to grant FINAL Approval for the project. Motion passed. Developer notified in writing. Letter to file.

8. 3805 Camelrock View – Landscape Remodel, Approval

The Landscape Remodel package was received on May 2, 2023, for a landscape renovation in the front yard. Following committee review, on May 3, 2023 the motion was made and seconded (Myers-Murty/Rist) to grant Approval for the project. Motion passed. Owner notified in writing. Letter to file.

9. 3403 Skywatch Heights (RR1) – New Construction Landscape, Approval

The ARC received the new construction Landscape package on April 21, 2023. Initial review noted that additional information and modifications are needed. Following receipt and committee review, on May 4, 2023 the motion was made and seconded (Rist/D’Amico) to grant FINAL Approval for the project. Motion passed. Developer and buyer notified in writing. Letter to file.

10. 3436 Skywatch Heights (RR1) - New Construction, Final Approval

The New Construction package was received on May 2, 2023 for ARC final review. Following committee review, on May 3, 2023 the motion was made and seconded (Rist/D’Amico) to grant FINAL Approval for the project. Motion passed. Developer notified in writing. Letter to file.

Other Business:

- 1. 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. 3070 Rockbrook Lane - PMN Removal of trees and shrubs
 - b. 3070 Rockbrook Lane - PMN Remove and replace weed protector
 - c. 3615 Moonrise Point – Landscape plant trees and shrubs
- 2. Property Maintenance Notifications Accepted –**
 - a. 3725 Cumulus View – Replace pavers
 - b. 2531 Chilson Lane – Fence Repair
 - c. 2521 Chilson Lane – Fence Repair
- 3. KCPOA Design Guidelines – May, 2023 Revisions**

Management Office Report:

Next Scheduled Meeting: May 23, 2023 at 2:00pm

Adjournment: