



KCPOA Architectural Review Committee Meeting Agenda

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

Date & Time: June 27, 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; Jim Gathen, Member

Management Team: Allie Johnson, Assistant Community Manager

Call to Order:

Quorum:

Guests:

Approval of Minutes: June 13, 2023 ARC meeting minutes

Old Business:

- 1. 3355 Skywatch Heights (RR1) – New Construction LANDSCAPE Package REVISED**
The new construction Landscape package was received on June 5, 2023. Following committee review, the ARC requested that additional information and an artificial turf sample be provided. The additional information and revised plan were received on June 21, 2023.
- 2. Top of Foundation Certifications – Received and Verified**
 - a. 1177 Almagre Heights**
- 3. Top of Roof Certifications – Received and Verified**
No TORs received during this period
- 4. Drainage Surveys – Received and Verified**
No Drainage Surveys received during this period

New Business:

- 1. 1290 Almagre Heights (RR1) – New Construction LANDSCAPE Package**
The new construction Landscape package was received on June 14, 2023. Following committee review, the ARC requested modifications to the submitted plan. Request letter sent on June 19, 2023. The owner contacted B. Rist and requested a site visit, on June 26th, to discuss the issues requiring correction.
- 2. 3755 Hill Circle – New Construction Package, Preliminary Review**
The ARC received the New Construction package on June 16, 2023. A preliminary review of the plans indicated that the lot setbacks had not been taken into consideration when designing the home. The significant encroachment issues necessitated the plans being returned to the owner

and architect for a redesign and resubmittal. The architect has asked for, and received, clarifications on several issues. No further action expected at this meeting.

3. 3340 Skywatch Heights (RR1) – New Construction LANDSCAPE Package

The new construction Landscape package was received on June 21, 2023.

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

1. 3835 Hill Circle – Landscape Remodel Project

The Landscape Remodel package was received on June 15, 2023 for landscape renovations, primarily at the rear of the property. Following committee review, on June 19, 2023 the motion was made and seconded (Rist/D’Amico) to grant Approval for the project. Motion passed. Owner notified in writing. Letter to file.

2. 3108 Virga Loop (RR4) – New Construction Project

The New Construction package was received on June 20, 2023. Following committee review, on June 25, 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.

3. 3140 Virga Loop (RR4) – New Construction Project

The New Construction package was received on June 20, 2023. Following committee review, on June 26, 2023 the motion was made and seconded (Rist/Gathen) to grant Final Approval for the project. Motion passed. Developer notified in writing. Letter to file.

Other Business:

1. KCPOA Design Guidelines – May 2023

The posting period was completed and no owner comments were received. The newly revised Design Guidelines and ARC forms have now been posted on the KCPOA website.

2. 3850 Hill Circle New Construction Project Inquiry

On June 14, 2023 B. Rist and M. Gutierrez met with the property owners immediately adjacent (on each side) to the subject property to discuss questions and concerns. These primarily related to setback and potential drainage issues. The inquiring owners were satisfied that the review and approval process had considered each of their concerns. On June 16, 2023, another neighboring property owner (across the street) spoke with B. Rist, by phone, for questions about this project: start date, setback and design concept.

3. 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. 3820 Camels View – Landscape Remodel
- b. 3805 Camelrock view – Landscape Remodel
- c. 1710 Coyote Point – Landscape Remodel
- d. 3387 Skywatch – New Construction Landscape
- e. 1970 Inwood Circle - Fence

Management Office Report:

The June 2023 revised design guidelines were sent to Phil to upload onto the website and 8 copies were printed to hand out to the current ARC members. We have our first 100% complete, home and landscape, property in the RR1 – Toll Brothers – development.

Next Scheduled Meeting: July 11, 2023 at 2:00pm

Adjournment: