



ARCHITECTURAL REVIEW COMMITTEE MEETING

July 11, 2023

MINUTES

CALL TO ORDER: Chairman Barbara Rist called the Architectural Review Committee meeting to order at 2:00pm.

Establish Quorum: With the presence of five (5) ARC Members, a quorum was established.

Chair	Barbara Rist	Present
Board Liaison	Scott Hente	Present (left meeting at 2:30pm)
Committee Member	Steve D'Amico	Present
Committee Member	Tom Danner	Absent (proxy given to B. Rist)
Committee Member	Nicola Myers-Murty	Present
Committee Member	Jim Gathen	Present

Representing RowCal: Allie Johnson, Assistant Community Manager.

Introduction of Guests: Mr. and Mrs. Minson, 2589 Lyons View Point

Review & Approve the Minutes of June 27, 2023: The Committee approved the minutes for the June 27, 2023 ARC meeting (Myers-Murty/D'Amico). Motion carried.

Old Business:

1. 3805 Edgecliff Court – Driveway & Landscape Remodel, additional Submittal

The Landscape portion of this remodel project was submitted on July 6, 2023 for ARC review and approval. Note: The Driveway portion of this project was approved on May 9th. All work is scheduled to be completed at the same time. Following committee review, the motion was made and seconded (D'Amico/Myers-Murty) to grant Final Approval to the Landscape project. Motion carried. The owner will be notified in writing.

2. 3710 Camels View – New Construction Preliminary Approval Extension

The owners of this property have requested an extension to the Preliminary Approval granted for this project on January 17, 2023. They are on hold while waiting for city approval of the "Hillside Overlay" requirements for this lot. A 60-day extension has been recommended by the chair. Following discussion, the motion was made and seconded (Rist/D'Amico) to grant the Preliminary Approval extension. Motion carried. The owner will be notified, in writing, that the Preliminary Approval has been extended to September 17, 2023.

3. Top of Foundation Certifications – Received and Verified

- a. 1193 Almagre Heights
- b. 3436 Skywatch Heights

4. Top of Roof Certifications – Received and Verified

None this period

5. Drainage Surveys – Received and Verified

- a. 1194 Almagre Heights
- b. 3356 Skywatch Heights
- c. 1258 Almagre Heights

New Business:

1. 2589 Lyons View Point – Mr. and Mrs. Minson, New Construction Questions

Attending guests, owners of the Northpoint lot, presented preliminary site drawings featuring a retaining wall on the north side of the property. This lot requires retaining walls due to the significant drop-offs surrounding the property. The committee answered questions about the approval process for retaining walls and the information that must be submitted. The owners expect to submit the Preliminary Package in the near future.

2. 3324 Skywatch Heights (RR1) – New Construction LANDSCAPE Package

The new construction Landscape package was received on July 7, 2023 for ARC review and approval. Following committee review, the motion was made and seconded (D'Amico/Myers-Murty) to grant Final Approval to the Landscape project. Motion carried. The owner will be notified in writing.

3. 3755 Hill Circle – New Construction Package

The New Construction package was re-submitted on July 7, 2023, for Preliminary review and approval. Dimensioned elevation drawings and lower-level floor plan have been requested as well as hardcopies of the new plans. This package will be reviewed upon receipt of the requested information. No action taken at this meeting.

4. Preserve (RR4) Lot Landscaping – Revision to Approved Typical Plans

The developer notified the ARC chair that a minor change is needed to each of the previously approved “typical” landscape designs that they will install on RR4 properties. Specifically, the current plans show an area of sod placed directly next to the foundation in the rear yard. They plan to correct this problem by removing a small sod area and replacing it with bedding material and stepping stones. The committee reviewed the request and a revised sample landscape plan, agreeing that this is the correct course of action. The developer will be notified to submit a formal Change Request along with each revised plan. The ARC will formally approve these changes upon receipt.

Ratification of Consent for Actions taken by the ARC between Formal Meetings: A motion was made and seconded (D'Amico/Gathen) to ratify the decisions made prior to the ARC meeting. Motion carried.

1. 3340 Skywatch Heights (RR1) – Landscape Package Approval

The new construction Landscape package was received on June 20, 2023. Additional information was requested and received On June 30, 2023. Following committee review, on July 7, 2023 the motion was made and seconded (Rist/D'Amico) to grant Final Approval for the project. Motion passed. Owner notified in writing. Letter to file.

Other Business:

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. 2510 Hill Circle
- b. 3665 Camels View
- c. 1925 Twinflower Point
- d. 2521 Chilson Lane
- e. 2531 Chilson Lane
- f. 3070 Rockbrook Lane
- g. 3372 Skywatch Heights
- h. 3725 Cumulus View
- i. 3825 Alta Mesa
- j. 3845 Camels View
- k. 3885 Hill Circle
- l. 3910 Star Rise Point
- m. 5031 Lyda Lane
- n. 2445 Lyons View
- o. 3080 Sunnybrook
- p. 3620 Camel Grove
- q. 3645 Camels View
- r. 3081 Sunnybrook
- s. 3905 Hill Circle

Management Office Report: No report at today's meeting.

Next Scheduled Meeting: July 25, 2023

Adjournment: The meeting was adjourned at 2:57 pm

Submitted By: KCPOA Architectural Review Committee