



KCPOA Architectural Review Committee Meeting  
Agenda

<https://us02web.zoom.us/j/82914427274>

**Date & Time:** April 9, 2024 at 2:00pm

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

**Committee Members:** Barbara Rist, Chairman; Steve D'Amico, Member; Tom Danner, Member; Nicola Myers-Murty, Member; Jim Gathen, Member

**Management Team:** Bree Escobar, Assistant Community Manager

**Call to Order:**

**Quorum:**

**Guests:**

**Approval of Minutes:** ARC meeting minutes for March 26, 2024 submitted for approval

**Old Business:**

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

3354 Crest Hollow View

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

None this period

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

3327 Skywatch Heights

3076 Virga Loop

3108 Virga Loop

3267 Virga Loop

**New Business:**

**1. 3403 Skywatch Heights – Remodel Project, Submitted for Approval**

This Remodel Package was submitted on April 3, 2024. The project entails adding railings around the back deck and at a front porch location, as well as fencing around and raised planter bed in the rear yard. The ARC noted several questions and a height issue needing to be addressed and a request for additional information was sent to the owner. At this time, this project remains in a Pending status, awaiting a response from the owner. No actions expected at this meeting.

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

**1. 1690 Hill Circle – Landscape Remodel Project, Final Approval**

This Landscape Remodel project was submitted to the ARC on March 25, 2024 and circulated to the committee for review. The project entails renovation of existing landscape at the front and side yards and the addition of a pull-through section onto the existing driveway. The committee

requested clarification on several items and that information was received on March 27, 2024. Following review, the motion was made and seconded (Rist/Danner) to grant Final Approval for this project. Motion carried. The owner was notified in writing. Letter to file.

**2. 3474 Crest Hollow View (RR1) – New Construction Project, Final Approval**

This New Construction project was submitted to the ARC on March 27, 2024 and circulated to the committee. Following review, on March 28, 2024 the motion was made and seconded (Rist/Myers-Murty) to grant Final Approval for this project. Motion carried. The developer was notified in writing. Letter to file.

**3. 3915 Elisa Court – Landscape Remodel Project, Final Approval**

This Landscape Remodel project was submitted to the ARC on March 29, 2024 and circulated to the committee for review. The project consists of removing an area of sod, in the front yard, and replacing it with a large planting bed and Crevice Garden. Following review, on April 1, 2024 the motion was made and seconded (Rist/Myers-Murty) to grant Final Approval for this project. Motion carried. The owner was notified in writing. Letter to file.

**4. 3275 Virga Loop (RR4) – New Construction Project, Final Approval**

This New Construction project was submitted to the ARC on March 29, 2024 and circulated to the committee. Following review, on April 1, 2024 the motion was made and seconded (Rist/Myers-Murty) to grant Final Approval for this project. Motion carried. The developer was notified in writing. Letter to file.

**5. 2521 Hill Circle – Landscape Remodel Project, Final Approval**

This Landscape Remodel project was submitted to the ARC on March 29, 2024 and circulated to the committee for review. The project consists of removing 3 large pine trees abutting the garage, to minimize fire hazard. The trees will be replaced with less-flammable shrubbery. Following review, on April 3, 2024 the motion was made and seconded (Danner/D'Amico) to grant Final Approval for this project. Motion carried. The owner was notified in writing. Letter to file.

**6. 3655 Camels View (#1) – Remodel Project, Final Approval**

This Remodel project was submitted to the ARC on April 1, 2024 and circulated to the committee for review. The project consists of repainting the exterior of the home and replacing the front door system. Following review, on April 2, 2024 the motion was made and seconded (Myers-Murty/D'Amico) to grant Final Approval for this project. Motion carried. The owner was notified in writing. Letter to file.

**7. 3655 Camels View (#2) – Landscape Remodel Project, Final Approval**

This Landscape Remodel project was submitted to the ARC on April 2, 2024 and circulated to the committee for review. The project consists of removing several existing trees from a large planter bed in the front yard and replacing them with shrubs, grasses and rock. Following review, on April 4, 2024 the motion was made and seconded (Rist/Myers-Murty) to grant Final Approval for this project. Motion carried. The owner was notified in writing. Letter to file.

**8. 3403 Skywatch Heights – Landscape Remodel Project, Final Approval**

This Landscape Remodel project was submitted to the ARC on April 3, 2024 and circulated to the committee for review. The project consists of adding 2 additional trees and replacing a third to the recently installed landscaping. Following review, on April 4, 2024 the motion was made and seconded (Gathen/Danner) to grant Final Approval for this project. Motion carried. The owner was notified in writing. Letter to file.

**9. 2321 Hill Circle – Structural Remodel Project, Preliminary Approval**

This Remodel project was submitted to the ARC on April 4, 2024 and circulated to the committee for review. This project consists of adding an extension to the existing garage to create a smaller, additional garage (accessible from both the exterior and the interior of the current garage). Following review, on April 8, 2024 the motion was made and seconded (Danner/Rist) to grant PRELIMINARY Approval for this project. Motion carried. The owner was notified in writing. Letter to file. Next Step: owner must submit RBD-stamped plans and building permit for review and Final Approval.

**10. 3462 Crest Hollow View (RR1) – New Construction Project, Final Approval**

This New Construction project was submitted to the ARC on April 4, 2024 and circulated to the committee. Following review, on April 8, 2024 the motion was made and seconded (Rist/D’Amico) to grant Final Approval for this project. Motion carried. The developer was notified in writing. Letter to file.

**11. 3452 Skywatch Heights (RR1) – New Construction Project, Final Approval**

This New Construction project was submitted to the ARC on April 4, 2024 and circulated to the committee. Following review, on April 8, 2024 the motion was made and seconded (Rist/Gathen) to grant Final Approval for this project. Motion carried. The developer was 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 pick up construction and/or landscape plans. The notification advised the homeowners that any items left in the office after one week from the notification will be destroyed.

- 1210 Almagre Heights – New Construction & Landscaping
- 3276 Skywatch Heights - New Construction & Landscaping
- 3324 Skywatch Heights - New Construction & Landscaping
- 3419 Skywatch Heights - New Construction & Landscaping
- 3430 Hill Circle - New Construction & Landscaping
- 3228 Virga Loop - New Construction & Landscaping
- 2310 Hill Circle – Landscape Remodel
- 2511 Chilson Lane – Structural Remodel (Courtyard Cover)
- 3655 Camels View – Remodel (Fencing)
- 3915 Elisa Court – Remodel (Paint & Stucco)
- 3267 Virga Loop - New Construction & Landscaping
- 3108 Virga Loop - New Construction & Landscaping

**2. Sales Status – Red Rocks (RR1) and Preserve (RR4)**

- a. Red Rocks: 65 Total Units
  - 43 Units sold (33 completed and closed)
  - 8 QMIs (Quick Move-Ins) approved (1 completed)
  - 1 Featured Home available
  
- b. Preserve: 50 Total Units
  - 25 Units sold (10 completed and closed)
  - 8 QMIs approved (3 completed)
  - 1 Featured Home available

- c. Toll Brothers anticipates the pace of sales and construction to ramp-up and all properties may be underway by years-end.

### **3. State Legislation Changes – Impacts on Construction and Landscaping**

**Management Office Report:**

**Next Scheduled Meeting:** April 23, 2024 at 2:00pm

**Adjournment:**