



ARCHITECTURAL REVIEW COMMITTEE MEETING MINUTES

March 26, 2024

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

Establish Quorum: With the presence of three (3) ARC Members, quorum was established.

Chair	Barbara Rist	Present
Committee Member	Steve D'Amico	Absent
Committee Member	Tom Danner	Present
Committee Member	Nicola Myers-Murty	Absent
Committee Member	Jim Gathen	Present

Representing RowCal: Bree Escobar, Assistant Community Manager

Introduction of Guests: Bob Janzen, 1990 Hill Lane, with Remodel Contractor

Guest Business:

1990 Hill Lane – Final New Construction Package, Submitted for Approval

Mr. Janzen attended this meeting and delivered the final New Construction package for this remodel package (Preliminary Approval issued on December 12, 2023). Following review by the committee, the motion was made and seconded (Danner/Gathen) to grant Final Approval for this project. Motion carried. The owner was present for the action; will also receive written confirmation of same following today's meeting.

Review & Approve the Minutes of Prior ARC Meeting: The Committee motioned to approve the minutes for the March 12, 2024 ARC meeting (Gathen/Rist). Motion carried with written approvals submitted by absent members. T. Danner abstained as he was not in attendance at the March 12 meeting.

Old Business:

- 1. Top of Foundation Certifications – Received and Verified**
3163 Virga Loop
- 2. Top of Roof Certifications – Received and Verified**
None this period

3. Drainage Surveys – Received and Verified

None this period

New Business:

1. 3610 Camels View – Landscape Remodel Project, Submitted for Approval

This Landscape Remodel project was submitted to the ARC on March 20, 2024 and circulated to the committee for review. The project entails removing a mature evergreen tree from its present location in the center of a driveway and transplanting it in the rear yard. The tree will not be replaced and this project is in preparation for a complete driveway replacement which will be submitted for approval as a Remodel project. A motion was made and seconded (Danner/D’Amico) to grant Final Approval for this project subject to the committee vote at today’s meeting. Motion carried by affirmative vote (Gathen). B. Rist recused from this vote as owner of the property.

2. 1690 Hill Circle – Landscape Remodel Project, Submitted for 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 found several items needing further definition and the owner and landscape architect will receive a request for same in writing. The committee expects to grant approval to this project upon obtaining the needed information. Until then, the project will remain in “Pending” status.

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

No actions taken requiring ratification at this meeting

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.

3076 Virga Loop

Management Office Report:

None at this meeting

Next Scheduled Meeting: April 9, 2024 at 2:00pm

Adjournment: The meeting was adjourned at 2:30pm

Submitted By: KCPOA Architectural Review Committee