



KCPOA Architectural Review Committee Meeting
Agenda

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

Date & Time: May 28, 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 May 14, 2024 submitted for approval

Old Business:

1. 3710 Camels View – Retaining Wall, Submitted for Approval

The request for approval to build an engineered retaining wall was received on May 23, 2024. The wall was not shown on the original construction documents and must be built before the Landscape Package is submitted. All required documentation was provided with the exception of the specifications for the boulders that will be used. This information has been requested. No further action expected at this meeting.

2. Top of Foundation Certifications – Received and Verified

3236 Virga Loop
3462 Crest Hollow View

3. Top of Roof Certifications – Received and Verified

None this period

Note: **Second requests for TORs** will be sent to 3685 Hill Circle and 3850 Hill Circle

4. Drainage Surveys – Received and Verified

None this period

New Business:

1129 Almagre Heights – NC Landscape Package, Submitted for Approval

The new construction Landscape Package was submitted on May 26, 2024 and circulated to the committee for review. Additional information and plan modifications are needed and have been requested. The ARC will re-review the package once the requirements are received. No further action expected at this meeting.

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

1. 3845 Camels View – Landscape Remodel Package, Final Approval

The Landscape Remodel Package was submitted on May 15, 2024 and circulated to the committee for review. The project entails the removal of junipers adjacent to the residential structure; replacing them with low-water consumption and fire-resistant plants. On May 20, 2024 the motion was made and seconded (Rist/Gathen) to grant Final Approval to this project. Motion carried. The owners were notified in writing. Letter to file.

2. 3366 Crest Hollow View - NC Landscape Package, Final Approval

This new construction Landscape Package was submitted on May 15, 2024 and circulated to the committee. Following review, On May 20, 2024 the motion was made and seconded (Rist/Gathen) to grant Final Approval to this project. Motion carried. The owners were notified in writing. Letter to file.

3. 1242 Almagre Heights – NC Landscape Package, Final Approval

The new construction Landscape Package was submitted on May 17 2024 and circulated to the committee for review. Additional information was requested and received. On May 24, 2024 the motion was made and seconded (Rist/Gathen) to grant Final Approval to this project. Motion carried. The owners were notified in writing. Letter to file.

4. 5011 Lyda Lane – Remodel Package, Final Approval

The Final Design Package for this Structural Remodel project was submitted on May 20, 2024 and circulated to the committee for review. This project entails adding a patio cover roof extension over an existing concrete patio. This project has a delayed start date of November 2024. On May 24, 2024 the motion was made and seconded (Rist/Danner) to grant Final Approval to this project. The owners were notified in writing and Neighbor Notification cards will be sent. Letter to file.

5. 3025 Rockbrook Lane – Remodel Package, Final Approval

The Remodel Package was submitted on May 20, 2024 and circulated to the committee for review. This exterior project entails replacing existing siding and brick with a decorative stone veneer and trim repaint to match. On May 24, 2024 the motion was made and seconded (Danner/Rist) to grant Final Approval to this project. The owners have been notified in writing and Neighbor Notification cards will be sent. Letter to file.

6. 3020 Virga Loop – New Construction Package, Final Approval

This New Construction Package was submitted on May 20, 2024 and circulated to the committee. Following review, on May 24, 2024 the motion was made and seconded (Rist/D'Amico) to grant Final Approval to this project. Motion carried. The Developer was notified in writing. Letter to file.

7. 3060 Virga Loop – Landscape Remodel Package, Final Approval

The Landscape Remodel Package was submitted on May 22, 2024 and circulated to the committee for review. The project entails the addition of a mulch bed and plantings, in replacement of an existing sod area. On May 23, 2024 the motion was made and seconded (Danner/D'Amico) to grant Final Approval to this project. Motion carried. The owners were notified in writing. Letter to file.

8. 3330 Crest Hollow View – New Construction Package, Final Approval

This New Construction Package was submitted on May 22, 2024 and circulated to the committee. Following review, on May 24, 2024 the motion was made and seconded (Rist/Gathen) to grant **2.**

Final Approval to this project. Motion carried. The Developer was notified in writing. Letter to file.

9. 3227 Skywatch Heights – NC Landscape Package, Final Approval

The new construction Landscape Package was submitted on May 23, 2024 and circulated to the committee for review. On May 24, 2024 the motion was made and seconded (Gathen/Rist) to grant Final Approval to this project. Motion carried. The owners were 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.
 - 3060 Virga Loop – Landscape Remodel (Project #2)
2. **HB-1152 Legislation – Accessory Dwelling Units**
Discussion, clarifications, and impacts on KCPOA
3. **5020 Lyda Lane Replatt**
Successfully completed and formally approved on May 23, 2024
4. **Committee Members Vacation Schedule**

Management Office Report:

Next Scheduled Meeting: June 11, 2024 at 2:00pm

Adjournment: