



KCPOA Architectural Review Committee Meeting
Agenda

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

Date & Time: June 11, 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 28, 2024 submitted for approval

Old Business:

1. 1129 Almagre Heights – NC Landscape Package, Second Submittal

The new construction Landscape Package was submitted on May 26, 2024 and circulated to the committee for review. Additional information and plan modifications were requested and received. The ARC will re-review the package at today's meeting.

2. Top of Foundation Certifications – Received and Verified

- 3342 Crest Hollow View
- 3484 Skywatch Heights
- 3212 Virga Loop

3. Top of Roof Certifications – Received and Verified

- 3850 Hill Circle

4. Drainage Surveys – Received and Verified

- 3068 Virga Loop
- 1129 Almagre Heights

New Business:

1. 3228 Virga Loop – Landscape Remodel Package, Submitted for Approval

The Landscape Remodel Package was submitted on June 5, 2024 and circulated to the committee for review. Additional information has been requested; not received by this meeting date. No action expected at this meeting.

2. 3060 Virga Loop – Structural Remodel Package, Submitted for Approval

The Structural Remodel Package was submitted on June 6, 2024 and will be reviewed at today's

meeting. The project entails adding one window to the residence.

3. 3420 Skywatch Heights – NC Landscape Package, Submitted for Approval

The new construction Landscape Package was submitted on June 6, 2024 and will be reviewed at today's meeting.

4. 3467 Skywatch Heights – Remodel Package, Submitted for Approval

The Remodel Package was submitted on June 10, 2024 and will be reviewed at today's meeting. The project entails replacing the front door of the residence with a new styled door.

5. 3092 Virga Loop - Remodel Package, Submitted for Approval

The Remodel Package was submitted on June 10, 2024 and will be reviewed at today's meeting. The project entails installing a storm/security door to the existing front door system.

6. 3756 Camelrock View – Landscape Remodel Package, Submitted for Approval

The Landscape Remodel Package was submitted on June 10, 2024 and will be reviewed at today's meeting.

7. 1631 Rockview Trail (The Retreat) – Landscape Remodel, Submitted for Approval

This Landscape Remodel Package was submitted in error to the RowCal Care Team approx. 3 weeks ago, and received by the ARC on June 10, 2024. The package indicates that the Retreat sub-association has issued a written approval for this project and the committee has requested a copy of that letter before its review and approval.

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

1. The Retreat Sub-Association – Landscape Remodel, Final Approval

The Landscape Remodel Package was submitted on May 30, 2024 and circulated to the committee for review. The project entails replacing mulch in the common area abutting Hillbrook Lane with 2 to 3" river rock. On May 31, 2024 the motion was made and seconded (Rist/Danner) to grant Final Approval to this project. Motion carried. The sub-association was notified in writing. Letter to file.

2. 5020 Lyda Lane – Landscape Maintenance Package, Approved to Proceed

This Landscape Maintenance Package was submitted on June 7, 2024. The project entails the removal of high-fire hazard juniper bushes and trees currently located near the existing residence. The project will be done now in support of the upcoming residential remodel on this property; a Landscape Remodel project will be submitted as well. Due to the "maintenance only" aspect of this project, the owner was notified in writing that the project could proceed at this time. 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 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.

- 3068 Virga Loop – New Construction and Landscape
- 3615 Moonrise Point – Landscape Remodel
- 3155 Virga Loop – New Construction and Landscape

Management Office Report:

Next Scheduled Meeting: June 25, 2024 at 2:00pm

Adjournment: