



KCPOA Architectural Review Committee Meeting Agenda

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

Date & Time: October 22, 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: Dakota Santellana

Call to Order:

Quorum:

Guests:

Approval of Minutes: ARC meeting minutes for October 8, 2024 submitted for approval

Old Business:

1. Top of Foundation Certifications – Received and Verified

None this period

2. Top of Roof Certifications – Received and Verified

None this period

3. Drainage Surveys – Received and Verified

- 3462 Crest Hollow View
- 3036 Virga Loop

New Business:

1. 3402 Crest Hollow View – New Construction, Submitted for Final Approval

This New Construction Package was submitted on October 14, 2024. It has not been submitted to the full committee at this time. A review of the package materials and Plot Plan found that the structure was positioned too far forward on the lot; encroaching into the front setback area. This issue was brought to the developer's attention on October 15, 2024. The Package has been placed on hold, pending receipt of a revised, RBD-approved Plot Plan. No action expected at this meeting.

2. 3449 Crest Hollow View – Remodel, Submitted for Final Approval

This Remodel Package was submitted on October 18, 2024 and circulated to the committee for review. The project entails replacing the existing, solid front door with a new, glass-panel front door. On October 21, 2024 the motion was made and seconded (Rist/D'Amico) to grant Final Approval to this project, subject to committee vote at today's meeting.

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

1. 5041 Lyda Lane – Remodel Project, Final Approval

This Remodel Project was submitted on October 9, 2024 and circulated to the committee for review. The project entails the installation of solar panels for energy efficiency purposes. On October 13, 2024 the motion was made and seconded (Rist/D'Amico) to grant Final Approval to this project. Motion carried 4-0 with T. Danner abstaining (project neighbor). The owners were notified by email/USPS. Letter to file.

2. 1194 Almagre Heights – Remodel Project, Final Approval

This Remodel Project was submitted on October 10, 2024 and circulated to the committee for review. The project entails the installation of solar panels for energy efficiency purposes. On October 16, 2024 the motion was made and seconded (Rist/D'Amico) to grant Final Approval to this project. Motion carried. The owners were notified by email/USPS. Letter to file.

3. 3625 Hill Circle – Landscape Remodel Project, Final Approval

This Landscape Remodel Project was submitted on October 14, 2024 and circulated to the committee for review. The project entails new plantings in the front and rear yards and the addition of a water feature at driveway center location. The project will be done in 2 phases, with the rock water feature installation occurring immediately and the plantings be added in Spring 2025. The ARC requested and received additional information related to the materials and lighting. Following review, on October 16, 2024 the motion was made and seconded (Gathen/D'Amico) to grant Final Approval to this project. Motion carried. The owners were notified by email/USPS. Letter to file.

4. 2410 Hill Circle – Landscape Remodel Project, Final Approval

This Landscape Remodel Project was submitted on October 14, 2024 and circulated to the committee for review. The project entails removing an area of dead/dying sod, at the side yard, and replacing it with decorative gravel and plantings and the addition of a cobble-swale area to facilitate drainage. On October 15, 2024 the motion was made and seconded (Rist/D'Amico) to grant Final Approval to this project. Motion carried. The owners were notified by email/USPS. Letter to file.

5. 3390 Crest Hollow View – New Construction Project, Final Approval

This New Construction Project was submitted on October 14, 2024 and circulated to the committee for review. On October 15, 2024 the motion was made and seconded (Rist/Danner) to grant Final Approval to this project. Motion carried. The developer was notified by email/USPS. 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 that they may retrieve printed copies of construction and/or landscape plans; any items not collected within one week from the notification will be destroyed. All electronic files are retained by KCPOA.

- 3462 Crest Hollow View – New Construction
- 3036 Virga Loop – New Construction and Landscape
- 1990 Hill Lane – Structural Remodel

Management Office Report:

Next Scheduled Meeting: November 12, 2024 at 2:00pm

Adjournment: