



ARCHITECTURAL REVIEW COMMITTEE MEETING MINUTES

January 14, 2025

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

Establish Quorum: With the presence of four (4) ARC Members, quorum was established.

Chair:	Barbara Rist	Present
Committee Members:	Steve D'Amico	Present
	Tom Danner	Absent
	Jim Gathen	Absent (Proxy provided to B. Rist)
	Nicola Myers-Murty	Present

Representing RowCal: Dakota Santellana

Introduction of Guests: None at this meeting

Review & Approve the Minutes of Prior ARC Meeting: The Committee motioned to approve the minutes for the December 10, 2024 ARC meeting (Myers-Murty/D'Amico). Motion carried.

Old Business:

1. Top of Foundation Certifications – Received and Verified

- 2445 Lyons View Point

2. Top of Roof Certifications – Received and Verified

None this period

3. Drainage Surveys – Received and Verified

- 3260 Skywatch Heights
- 3452 Skywatch Heights
- 3484 Skywatch Heights
- 3330 Crest Hollow View

New Business:

1. 3237 Viridian Point – Structural Remodel, Submitted for Preliminary Approval

This Structural Remodel Package was submitted on December 23, 2024 and circulated to the committee for review. The project entails removing an existing rear deck and replacing it with an expanded size deck, railing, and staircase. Following review, the ARC requested a fully-dimensioned Site Plan (which was not submitted in the preliminary package) to ensure that the

new deck and staircase does not encroach into the building setback areas. This project will remain in Pending status until the requested information is received. No action expected at this meeting.

2. 5050 Lyda Lane – Landscape & Exterior Remodel, Submitted for Approval

This Package was submitted on January 7, 2025, for a series of projects that will culminate in the Spring of 2027. After reviewing the submitted materials, the ARC notified the owner that the projects should be submitted separately, by project type and based on their anticipated start dates. The Exterior Remodel project, adding a golf cart driveway, was then separately submitted on this date for today’s meeting. Following review, the motion was made and seconded (Myers-Murty/D’Amico) to grant Final Approval for this project. Motion carried. The owners will be notified by email/USPS following this meeting.

Ratification of Consent for Actions taken by the ARC between Formal Meetings: A motion was made and seconded (D’Amico/Myers-Murty) to ratify the following decisions made prior to the ARC meeting. Motion carried.

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

The New Construction Package was submitted to the ARC on December 11, 2024 and circulated to the committee for review. On December 13, 2024 the motion was made and seconded (Rist/Myers-Murty) to grant Final Approval to this project. Motion carried. The developer was notified by email/USPS. Letter to file.

2. 3720 Camels View – Landscape Remodel Project, Final Approval

The Landscape Remodel Package was submitted on December 23, 2024 and circulated to the committee for review. On December 28, 2024 the motion was made and seconded (Danner/Myers-Murty) to grant Final Approval to this project. Motion carried. The owners were notified by email/USPS. Letter to file.

3. 3484 Skywatch Heights – NC Landscape Project, Final Approval

This New Construction Landscape Package was originally submitted on November 22, 2024. The ARC requested additional information and some plan revisions. The documents were received on December 23, 2024 and recirculated to the committee for review. On December 30, 2024, the motion was made and seconded (Danner/D’Amico) to grant Final Approval for this project. Motion carried. The owners were notified by email/USPS. Letter to file.

4. 3068 Virga Loop – Landscape Remodel Project, Final Approval

This Landscape Remodel Package was submitted on December 13, 2024. The ARC requested modifications to the landscape plan. The revised plan was received on January 1, 2025 and recirculated to the committee for review. On January 3, 2025, the motion was made and seconded (Myers-Murty/Rist) to grant Final Approval to this project. Motion carried. The owners were notified by email/USPS. Letter to file.

5. 3051 Virga Loop – New Construction Project, Final Approval

The New Construction Package was submitted to the ARC on January 3, 2025 and circulated to the committee for review. On January 7, 2025, the motion was made and seconded (Gathen/Danner) to grant Final Approval to this project. Motion carried. The developer was notified by email/USPS. Letter to file.

6. 3150 Rockbrook Lane – Exterior Remodel Project, Final Approval

This Exterior Remodel Package was submitted on January 8, 2025 and circulated to the committee for review. The project entails replacing existing windows, with the same sizes and color, and some new pane configurations. On January 9, 2025, the motion was made and seconded (Danner/Gathen) to grant Final Approval for this project. Motion carried. The owners were notified by email/USPS. Letter to file.

7. 3665 Camels View – Structural Remodel Project, Final Approval

This Structural Remodel project, to increase the size of an existing bay window, received Preliminary Approval on October 23, 2024. The Final Package was submitted on December 31, 2024 and circulated to the committee for review. On January 3, 2025, the motion was made and seconded (D’Amico/Gathen) to grant Final Approval for this project. Motion carried. The owners were notified by email/USPS. Letter to file. Neighbor Notification cards will be sent following today’s meeting.

8. 1930 Twinflower Point – Exterior Remodel Project, Final Approval

This Exterior Remodel Package was submitted on January 8, 2025 and circulated to the committee for review. The project entails re-stucco, with new color, for the residential structure. On January 9, 2025, the motion was made and seconded (D’Amico/Danner) to grant Final Approval for this project. Motion carried. The owners were notified by email/USPS. Letter to file.

9. 3043 Virga Loop – New Construction Project, Final Approval

The New Construction Package was submitted to the ARC on January 9, 2025 and circulated to the committee for review. On January 10, 2025, the motion was made and seconded (Gathen/Danner) to grant Final Approval to this project. Motion carried. The developer was notified by email/USPS. Letter to file.

10. 3720 Camels View – Structural Remodel, Preliminary Approval

This Structural Remodel Package was submitted on January 10, 2025 and circulated to the committee for review. The project entails adding an exterior staircase to the existing rear deck, for access to ground-level. This project is planned to occur in conjunction with the Landscape Remodel project (see “Ratifications, #2” above). On January 13, 2025, the motion was made and seconded (Gathen/D’Amico) to grant Preliminary Approval for this project. Motion carried. The owners were notified by email/USPS. Letter to file. Construction may not commence until Final Approval is granted.

Other Business:

1. **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.
 - 3055 Rockbrook Lane – Landscape Remodel
 - 3307 Skywatch Heights – NC Landscape
 - 3123 Virga Loop – Exterior Remodel
 - 1194 Almagre Heights – Exterior Remodel
 - 3850 Hill Circle – New Construction

- 3730 Camel Grove – Landscape Remodel
- 3236 Virga Loop – NC Landscape
- 3680 Hill Circle – Exterior Remodel
- 4175 Reserve Point – New Construction
- 5128 Lyda Lane – Exterior Remodel
- 3260 Skywatch Heights – New Construction
- 3452 Skywatch Heights – New Construction
- 3484 Skywatch Heights – New Construction
- 3330 Crest Hollow View – New Construction

2. Withdrawn Projects – The following projects were withdrawn at the direction of the property owners:

- 3905 Hill Circle – Structural Remodel
- 3820 Alta Mesa – Exterior Remodel

3. Status Update – Red Rocks and Preserve Build-out

All lots are now under construction in the Preserve subdivision. 4 lots remain to start construction in the Red Rocks subdivision; these are anticipated to start within the next 30 to 45 days.

Management Office Report:

No additional items to report

Next Scheduled Meeting: January 28, 2025 at 2:00pm

Adjournment: The meeting was adjourned at 2:55 pm

Submitted By: KCPOA Architectural Review Committee