



KCPOA Architectural Review Committee Meeting  
Agenda

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

**Date & Time:** March 12, 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 February 27, 2024 submitted for approval

**Old Business:**

**1. Top of Foundation Certifications – Received and Verified**

- a. 4175 Reserve Point
- b. 3710 Camels View

**2. Top of Roof Certifications – Received and Verified**

None this period

**3. Drainage Surveys – Received and Verified**

- a. 3420 Skywatch Heights
- b. 3244 Skywatch Heights

**New Business:**

See Ratifications below

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

**1. 1226 Almagre Heights – NC Landscape Package, Final Approval**

The new construction Landscape Package was submitted on March 1, 2024 and circulated to the committee for review. On March 4, 2024, the motion was made and seconded (Rist/Danner) to grant Final Approval for this project. Motion carried. The owner was notified of the approval in writing and estimated start and end dates for the project were requested. Letter to file.

**2. 3354 Crest Hollow View (RR1) – New Construction Package, Final Approval**

The New Construction Package was submitted on March 6, 2024 and circulated to the committee for review. On March 8, 2024, the motion was made and seconded (Rist/Myers-Murty) to grant Final Approval for this project. Motion carried. The developer was 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.

- None this period

**2. ARC Technology Update**

**Management Office Report:**

**Next Scheduled Meeting:** March 26, 2024 at 2:00pm

**Adjournment:**