



ARCHITECTURAL REVIEW COMMITTEE MEETING MINUTES

March 12, 2024

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 Member	Steve D'Amico	Present
Committee Member	Tom Danner	Absent
Committee Member	Nicola Myers-Murty	Present
Committee Member	Jim Gathen	Present

Introduction of Guests: No guests at this meeting

Review & Approve the Minutes of Prior ARC Meeting: The Committee motioned to approve the minutes for the February 27, 2024 ARC meeting (D'Amico/Myers-Murty). Motion carried.

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: A motion was made and seconded (D'Amico/Myers-Murty) to ratify the decisions made prior to the ARC meeting. Motion carried.

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** – Data has been loaded into the new system, powered by Smart Suite, and is ready for additional beta testing.

Management Office Report:

No report this period

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

Adjournment: The meeting was adjourned at 2:24 pm

Submitted By: KCPOA Architectural Review Committee