



KCPOA Architectural Review Committee Meeting Agenda

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

Date & Time: March 11, 2025 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 February 11, 2025 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

- 3172 Virga Loop
- 3164 Virga Loop
- 3378 Crest Hollow View
- 3180 Virga Loop
- 3259 Skywatch Heights

New Business:

1. 5020/5000 Lyda Lane – Landscape Remodel Project, Submitted for Final Approval

This Landscape Remodel application and plan was submitted on February 18, 2025. The project entails a complete landscape renovation, encompassing both properties (which are under the same ownership). This project is in conjunction with the Structural Remodel project underway at 5020 Lyda Lane. The initial review found that additional information, regarding new vs. existing landscape features, will be needed to review this package. The contractor was notified. The specific request for a rear-yard sports court will be addressed at this meeting.

2. 3329 Crest Hollow View – New Construction Project, Submitted for Final Approval

This New Construction Package was submitted on March 4, 2025. The first package review found that the planned top of foundation height (TOF) exceeded the maximum allowable height for this

lot. The developer was notified that the package cannot be approved at this time. A new, RBD - stamped Plot Plan must be submitted showing a conforming TOF height. No further action expected at this meeting.

3. 3655 Camels View – Exterior Remodel Project, Submitted for Final Approval

This Exterior Remodel application was submitted on March 7, 2025 and circulated to the committee for review at today's meeting. The project includes a front door replacement and porch step addition.

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

1. 3438 Crest Hollow View – New Construction Project, Final Approval

The New Construction package was submitted to the ARC on January 27, 2025. The initial review found that corrections were needed to the Plot Plan and the developer was notified. On February 11, 2025, the revised/corrected Plot Plan was submitted and the package was circulated for ARC review. On February 12, 2025 the motion was made and seconded (Myers-Murty/Gathen) to grant Final Approval to this project. Motion carried. The developer was notified by email/USPS. Letter to file.

2. 5020 Lyda Lane – Fence Repair, Final Approval

As part of the approved Structural Remodel project at this address, a request was submitted for approval to substantially repair and replace an existing fence at this location. As part of the repair work, a gate will be added to allow easy access between 5020 and 5000 Lyda Lane (same ownership). On February 14, 2025 the motion was made and seconded (Danner/Gathen) to grant Final Approval to this project. Motion carried. The contractor and owner were notified by email/USPS. Letter to file.

3. 3080 Sunnybrook Lane – Structural Remodel, Preliminary Approval

This Structural Remodel project for a Golf Cart Garage addition, was originally approved in February 2023, and the project was later withdrawn by the owner. On February 13, 2025 the project was resubmitted, with minor alterations, for Preliminary review. On February 14, 2025 the motion was made and seconded (Danner/D'Amico) to grant Preliminary Approval to this project. Motion carried. The owner was notified by email/USPS. Letter to file. Construction may not commence until Final Approval has been given.

4. 1930 Twinflower Point – Exterior Remodel, Final Approval

The Exterior Remodel application was submitted on February 13, 2025. The project entails replacing the front door with a new style. Following committee review, On February 14, 2025 the motion was made and seconded (Myers-Murty/Danner) to grant Final Approval to the project. Motion carried. The owner was notified by email/USPS. Letter to file.

5. 3356 Skywatch Heights – Exterior Remodel, Final Approval

The Exterior Remodel application was submitted on February 13, 2025. The project entails replacing the front door with a new style. Following committee review, On February 14, 2025 the motion was made and seconded (Myers-Murty/Danner) to grant Final Approval to the project. Motion carried. The owner was notified by email/USPS. Letter to file.

6. 3915 Elisa Court – Landscape Remodel, Final Approval

This Landscape Remodel project was submitted on February 17, 2025 and circulated to the committee for review. The project entails replacing a section of sod in the front yard with a crevice garden. On February 21, 2025 the motion was made and seconded (Gathen/Rist) to grant Final Approval to the project. Motion carried. The owner was notified by email/USPS.

7. 2560 Hill Circle – Structural Remodel, Submitted Final Approval

The Final Package was submitted to the ARC on February 20, 2025 and circulated to the committee for review. This project received Preliminary Approval on September 23, 2024. On February 25, 2025 the motion was made and seconded (Gathen/D'Amico) to grant Final Approval to the project. Motion carried. The owner was notified by email/USPS. Letter to file. Neighbor Notification cards were sent by USPS.

8. 3830 Camels View – Exterior Remodel, Final Approval

This Exterior Remodel project was submitted on February 24, 2025 and circulated to the committee for review. The project entails modifying the exterior finishes with new stucco (in new color) and the addition of stone accents. On February 25, 2025 the motion was made and seconded (Gathen/D'Amico) to grant Final Approval to the project. Motion carried. The owner was notified by email/USPS. Letter to file.

9. 3012 Virga Loop – Exterior Remodel, Final Approval

This Exterior Remodel project was submitted on February 25, 2025 and circulated to the committee for review. The project entails installing solar panels on the residence. On February 27, 2025 the motion was made and seconded (D'Amico/Gathen) to grant Final Approval to the project. Motion carried. The owner was notified by email/USPS. Letter to file.

10.3275 Skywatch Heights – Exterior Remodel, Final Approval

This Exterior Remodel project was submitted on February 26, 2025 and circulated to the committee for review. This project will extend the existing rear porch and include matching a matching railing. On February 27, 2025 the motion was made and seconded (Gathen/D'Amico) to grant Final Approval to the project. Motion carried. The owner was notified by email/USPS. Letter to file.

11.3110 Rockbrook Lane - Exterior Remodel, Final Approval

This Exterior Remodel project was submitted on March 3, 2025 and circulated to the committee for review. This is a roof replacement project with new materials. On March 4, 2025 the motion was made and seconded (D'Amico/Myers-Murty) to grant Final Approval to the project. Motion carried. The owner was notified by email/USPS. Letter to file.

12.3462 Crest Hollow View – NC Landscape, Final Approval

This new construction Landscape Package was submitted on March 6, 2025 and circulated to the committee for review. The "lot coverage calculation" was requested and received. On March 10, 2025 the motion was made and seconded (Danner/Myers-Murty) to grant Final Approval to this project. Motion carried. The owner was notified by email/USPS. 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 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.

- 3172 Virga Loop – New Construction & Landscape
- 3164 Virga Loop – New Construction & Landscape
- 3378 Crest Hollow View – New Construction
- 3180 Virga Loop – New Construction & Landscape

- 3720 Camels View – Landscape Remodel
- 3020 Valleybrook – Landscape Remodel
- 3260 Skywatch Heights – NC Landscape
- 3244 Skywatch Heights – NC Landscape
- 3259 Skywatch Heights – New Construction

2. Accessory Dwelling Units (ADU) – Update

3. KCPOA Storage Unit – Clean-out and Organization

Management Office Report:

Next Scheduled Meeting: March 25, 2025 at 2:00pm

Adjournment: