



KCPOA Architectural Review Committee Meeting  
Agenda

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

**Date & Time:** February 10, 2026 at 2:00pm

**Location:** KCPOA Management Office and via Zoom link

**Committee Members:** Barbara Rist, Chairman; Steve D'Amico, Member; Tom Danner, Member; Jim Gathen, Member; Fred Van Vurst, Member; Kimberly Fontalvo, Member

**Management Team:** Dakota Santellana, Assistant Community Manager

**Call to Order:**

**Quorum:**

**Guests:**

**Approval of Minutes:** ARC meeting minutes for January 13, 2026 submitted for approval

**Old Business:**

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

- 3270 Kissing Camels Drive

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

None this period

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

- 3341 Crest Hollow View

**4. 3915 Elisa Court – Exterior Remodel, Site Plan Requested**

As noted at the January 13, 2026 ARC meeting, this Exterior Remodel package was submitted with the request to add rear yard fencing. A Site Plan was not included with the application and was formally requested on January 16<sup>th</sup> following submissions of other information by the fencing contractor. To date the Site Plan has not been submitted and this package will remain in Pending status.

**New Business:** See New Business items under “Ratification of Consent” below

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

**1. 2560 Hill Circle – Exterior Remodel, Final Approval**

This Exterior Remodel package was submitted on January 16, 2026, and circulated to the committee for review. The project entails adding an iron gate to existing fencing on the property. On January 10, 2026, 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.

**2. 3765 Hill Circle – Landscape Remodel, Final Approval**

This Landscape Remodel package was submitted on January 29, 2026 and circulated to the committee for review. The project will update the front yard of the property, adding raised berms, new plants and trees, and mulch and gravel ground coverings. On January 30, 2026, the motion was made and seconded (Danner/Gathen) to grant Final Approval for this project. Motion carried. The owner was notified in writing by email/USPS. Letter to file.

**3. 1950 Twinflower Point – Exterior Remodel, Final Approval**

This Exterior Remodel package was submitted on February 2, 2026, and circulated to the committee for review. The project entails replacing the existing front entry door to one with a new design, style, and materials. On February 3, 2026, 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.

**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.

- 3341 Crest Hollow View – New Construction
- 2553 Lyons View Point – Exterior Remodel
- 3735 Camel Grove – Structural Remodel
- 2560 Hill Circle – Structural Remodel

**2. KCPOA Storage Unit Clean-out Project**

**3. Other Business from the Floor**

**Next Scheduled Meeting:** March 10, 2026 at 2:00pm

**Adjournment:**