



ARCHITECTURAL REVIEW COMMITTEE MEETING MINUTES

March 10, 2026

CALL TO ORDER: Chairman Barbara Rist called the Architectural Review Committee meeting to order at 2:10pm.

Establish Quorum: With the presence of four (4) ARC Members, and 1 written proxy, quorum was established.

Chair:	Barbara Rist	Present
Committee Members:	Steve D'Amico	Present
	Tom Danner	Present
	Jim Gathen	Absent (written proxy provided)
	Fred Van Vurst	Present
	Kimberly Fontalvo	Absent

Management Team: Dakota Santellana, Assistant Community Manager; Lisa Baker, Community Manager

Introduction of Guests: No guests in attendance at this meeting.

Review & Approve the Minutes of Prior ARC Meeting: The Committee motioned to approve the minutes for the February 10, 2026 ARC meeting (Van Vurst/D'Amico). Motion carried. The approved minutes will be posted on the KCPOA website.

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. 3915 Elisa Court – Exterior Remodel, 2nd Submission

On March 2, 2026, the previously requested Site Plan was submitted for the “rear-yard fencing project” and circulated to the committee for review. The committee noted that the KCPOA building setback lines were not shown nor the distances from fencing to the property lines. Some areas of the requested fencing appear to be encroaching significantly into the building setback areas. The purpose of the fencing was not specified. On March 3, 2026, the owner was notified in writing of the additional information needed and the regulations for fencing in KCPOA. This package will remain in Pending status until an approvable plan can be submitted. No additional actions taken at this meeting.

New Business:

1. 1980 Inwood Circle – Landscape Remodel, Submitted for Approval

The Landscape Remodel package was submitted on March 3, 2026 and circulated to the committee for review at this meeting. The project entails the addition of a Pergola over an existing concrete patio. Following discussion, the motion was made and seconded (D'Amico/Van Vurst) to grant Final Approval for this project. The owners will be notified immediately following this meeting by email/USPS.

2. 1740 Coyote Point – Landscape Remodel, Submitted for Approval

This Landscape Remodel package was submitted on March 5, 2026 and circulated to the committee for review at this meeting. The project will remove one large planter box and replace it with 3 smaller boxes, at new locations. Questions regarding the type of boxes (flowers or vegetable gardens) and requested fencing were noted. Following discussion, the committee determined that modifications and additional information will be required. The owners will be sent a request for same, immediately following this meeting, by email/USPS. This file will remain in Pending status at this time.

3. The Retreat – Landscape Remodel, Submitted for Approval

The Landscape Remodel package, submitted by and for The Retreat sub-association, was submitted on March 10, 2026 and reviewed at this meeting. The project will remove dirt and mulch (within common area of The Retreat), and replace it with river rock (to match existing at other locations). Following discussion, the motion was made and seconded (Danner/D'Amico) to grant Final Approval for this project. The sub-association will be notified immediately following this meeting by email/USPS.

4. Other New Business: See “Ratifications of Consent” below

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

1. 2520 Hill Circle – Exterior Remodel, Final Approval

This Exterior Remodel package was submitted on February 17, 2026, and circulated to the committee for review. The project entails repainting the exterior of the residential structure. On February 18, 2026, the motion was made and seconded (D'Amico/Van Vurst) to grant Final Approval for this project. Motion carried. The owners were notified by email/USPS. Letter to file.

2. 3228 Virga Loop – Landscape Remodel, Final Approval

This Landscape Remodel package was submitted on February 17, 2026 and circulated to the committee for review. The project will replace sod in the rear yard with artificial turf. On February 19, 2026, the motion was made and seconded (Danner/D'Amico) to grant Final Approval for this project. Motion carried. The owner was notified in writing by email/USPS. Letter to file.

3. 1830 Coyote Point Drive – Landscape Remodel, Final Approval

This Landscape Remodel package was submitted on February 18, 2026 and circulated to the committee for review. This project entails removing existing boulder walls, re-grading the

property to correct drainage issues, and installing new manufactured retaining walls to terrace the property. On February 20, 2026, the motion was made and seconded (Danner/D'Amico) to grant Final Approval for this project. Motion carried. The owner was notified in writing by email/USPS. Letter to file.

4. 3257 Viridian Point – Exterior Remodel, Final Approval

This Exterior Remodel package was submitted on February 24, 2026, and circulated to the committee for review. The project entails maintenance repainting/staining and the addition of metal grating and trim behind the existing outdoor barbecue (for fire prevention). On February 25, 2026, the motion was made and seconded (Van Vurst/Gathen) to grant Final Approval for this project. Motion carried. The owners were notified by email/USPS. Letter to file.

Other Business:

1. General Discussion Topic – Landscape Elements and Fencing Restrictions

Current guidelines consider a Pergola to be a “landscape feature/element” and, therefore, not subject to the building setback restrictions. Fencing, for any purpose, IS subject to building setback restrictions. A general discussion was held on the origin and purpose of these regulations and whether any changes to same should be considered to a) limit the size of areas enclosed by fencing and b) reduce the visual impact of pergolas on a neighboring property. These topics will be further reviewed at a later meeting.

2. 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.

- 1830 Coyote Point Drive – Landscape Remodel (Project 1 of 2)
- 3655 Camels View – Exterior Remodel
- 3756 Camelrock View – Exterior Remodel

3. Withdrawn Projects – At Owner’s Requests

- 3306 Hill Circle – Exterior Remodel

4. ARC Reorganization – New Chair Announcement

Tom Danner has been appointed to the ARC Chair position, effective April 1, 2026. B. Rist will remain on the committee in the role of Executive Board Liaison/committee member.

Next Scheduled Meeting: April 14, 2026 at 1:00pm (note: earlier start time, immediately following the ARC luncheon)

Adjournment: The meeting was adjourned at 3:29 pm

Submitted By: KCPOA Architectural Review Committee