



KCPOA Architectural Review Committee Meeting Agenda

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

Date & Time:

May 12, 2026 at 2:00pm

Location:

KCPOA Management Office and via Zoom link

Committee Members:

Tom Danner, Chairman; Steve D'Amico, Member; Jim Gathen, Member; Fred Van Vurst, Member; Kimberly Fontalvo, Member; Barbara Rist, Member and EB Liaison

Management Team:

Dakota Santellana, Assistant Community Manager

AGENDA

1. Call to Order

2. Establish Quorum

3. Recognize Guests

None expected.

4. Approval of Minutes:

ARC meeting minutes for 14 April 2026 submitted for approval

5. Top of Foundation Certifications – Received and Verified

None this month.

6. Top of Roof Certifications – Received and Verified

None this month.

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

3735 Camel View – Privacy Wall (Second Vote)

The Privacy Wall Project was originally submitted and subsequently amended, and put to a second vote on 16 April 2026. A motion for approval was made and seconded (D'Amico/Van Vurst) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

3425 Hill Circle – Landscape

The Landscape Project was originally submitted on 20 April 2026. On 20 April 2026 a motion for approval was made and seconded (Van Vurst/Rist) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

3625 Hill Circle – Metal Roof

The Metal Roof Project was originally submitted on XXX. On 23 April 2026 a motion for approval was made and seconded (Rist/Fontalvo) to grant Final Approval. Motion carried with Danner recusing. The owner was notified by email/USPS. Letter to file.

3341 Crest Hollow View – Wall-in Deck

The Wall-in Deck Project was originally submitted on 10 April 2026. On 21 April 2026 a motion for approval was made and seconded (Rist/Van Vurst) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

2410 Hill Circle – External Air Conditioning

The External Air Conditioning Project was originally submitted on 21 April 2026. On 22 April 2026 a motion for approval was made and seconded (Rist/D'Amico) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

3451 Skywatch Heights – Tree Planting

The Tree Planting Project was originally submitted on 21 April 2026. On 22 April 2026 a motion for approval was made and seconded (Rist/D'Amico) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

3387 Skywatch Heights – Exterior Remodel

The Exterior Remodel Project was originally submitted on 22 April 2026. On 23 April 2026 a motion for approval was made and seconded (Rist/Fontalvo) to grant Final Approval. Motion carried with Danner recusing. The owner was notified by email/USPS. Letter to file.

3820 Camelrock View - Landscape

The Landscape Project was originally submitted on 27 April 2026 . On 29 April 2026 a motion for approval was made and seconded (Van Vurst/Rist) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

3188 Virga Loop – Exterior Remodel

The Exterior Remodel Project was originally submitted on 24 April 2026 . On 28 April 2026 a motion for approval was made and seconded (Rist/Van Vurst) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

3260 Virga Loop - Landscape

The Landscape Project was originally submitted on 20 April 2026 . On 29 April 2026 a motion for approval was made and seconded (Rist/Van Vurst) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

2500 Hill Circle - Landscape

The Landscape Project was originally submitted on 28 April 2026 . On 29 April 2026 a motion for approval was made and seconded (Rist/Van Vurst) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

1830 Coyote Point - Landscape

The Landscape Project was originally submitted on 28 April 2026 . On 29 April 2026 a motion for approval was made and seconded (Rist/Gathen) to grant Final Approval. Motion carried with Van Vurst recusing. The owner was notified by email/USPS. Letter to file.

3227 Viridian Point – Remodel

The Remodel Project was originally submitted on 21 April 2026 . On 01 May 2026 a motion for approval was made and seconded (Van Vurst/D’Amico) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

3163 Virga Loop – Landscape Amendment

The Amended Landscape Project was resubmitted on 01 April 2026 . On 02 May 2026 a motion for approval was made and seconded (D’Amico/Van Vurst) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

3830 Camel View – Exterior Remodel

The Exterior Remodel Project was originally submitted on 05 May 2026 . On 06 May 2026 a motion for approval was made and seconded (Van Vurst/Rist) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

3341 Crest Hollow View – Flagpole

The Flagpole Project was originally submitted on 07 May 2026. On 07 May 2026 a motion for approval was made and seconded (Rist/Van Vurst) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

1258 Almagre Heights – Tree Planting

The Tree Planting Project was originally submitted on 07 May 2026. On 09 May 2026 a motion for approval was made and seconded (D’Amico/Van Vurst) to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

8. **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.

- a. None this period – Will work on “scrubbing” complete projects this month and formally closeout.

9. Withdrawn Projects – At Owner’s Request

- a. 3356 Skywatch Heights – Landscape

10. Old Business

a. 3155 Virga Loop - Landscape

The landscape project was submitted on 23 March 2026, and put forward for approval to the committee on 24 March 2026. This project is for placement of landscape elements. It was noted that the application did not include a Site Plan, showing element locations, and specifications for each element were also missing. Some concerns about impacts to neighboring properties was further noted. The owner was sent a request for additional information on 31 March 2026. **No new information from owner since last ARC meeting.** The project request will remain in pending status at this time.

b. Yard Art

- i. Dakota’s view on how other ROWCAL clients handled the issue.
- ii. Follow up discussion on Fred’s documents (previously circulated)

c. Fencing

- i. Review draft DG language from Barbara

11. New Business

From the floor...

12. Reminder

A “cleanout session” was scheduled for 9:00am on 21 May 2026.
13.Adjournment

Next Scheduled Meeting:

09 June 2026 – 2:00 PM