



ARCHITECTURAL REVIEW COMMITTEE MEETING MINUTES

May 12, 2026

CALL TO ORDER: Chairman Tom Danner called the Architectural Review Committee meeting to order at 1:58 pm.

Establish Quorum: With the presence of all five (5) ARC Members plus Chairman, quorum was established.

Chair:	Tom Danner	Present
Committee Members:	Steve D'Amico	Present
	Barbara Rist	Present
	Jim Gathen	Present
	Fred Van Vurst	Present
	Kimberly Fontalvo	Present

Management Team: Dakota Santellana, Assistant Community Manager

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

1. Review & Approve the Minutes of Prior ARC Meeting: The Committee motioned to approve the minutes for the April 14, 2026 ARC meeting (Rist/Van Vurst). Motion carried. The approved minutes will be posted on the KCPOA website.

2. Top of Foundation Certifications – Received and Verified

None this month.

3. Top of Roof Certifications – Received and Verified

None this month. However, it was noted that 3270 Kissing Camel Dr. now has a roof complete, and we should have a top of roof certification coming in. Dakota to check on this.

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

A motion was made and seconded (Rist/Fontalvo) to ratify the following decisions made prior to

the May 12th ARC meeting. Motion carried.

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 10 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.

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.

5. Completed Projects

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

6. Withdrawn Projects – At Owner’s Request

- a. 3356 Skywatch Heights – Landscape

7. 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.) Design Guideline Amendment - Yard Art

Dakota provided information on the topic, from other Rowcal properties. Extensive discussion was held on this topic, with a variety of views. There seemed to be various ideas on the topic:

- i. Any regulation should minimize personal subjective judgements.
- ii. Regulations may restrict size and placement of art yard (e.g., backyard, side yard limitations)
- iii. Regulations may be subject to neighbor’s support
- iv. Regulations may limit the number of yard art items
- v. Regulations may prohibit yard art taller than the roof
- vi. We may want to present PRELIMINARY thoughts/draft to EB for further discussion

Tom and Barbara to collaborate on draft rules

c.) Design Guideline Amendment - Fencing

Barbara presented a draft revision to the design guidelines to specify that fences are not allowed in front yard. This draft was informally accepted by the committee for further inclusion in design guideline drafts.

8. New Business

None

9. Reminder

Team was reminded that a “cleanout session” was scheduled for 9:00am on 21 May 2026.

10. Next Meeting

9 June 2026 at 2:00 PM at KCPOA management office.

11. Storage Unit Cleanout

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

12. Adjournment.

A motion was made, seconded and carried to adjourn at 2:10PM

Submitted By: KCPOA Architectural Review Committee