KCPOA Architectural Review Committee Meeting Agenda

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

Date & Time:

September 8, 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; Barbara Rist, Member and EB Liaison

Management Team:

Dakota Santellana, Assistant Community Manager

AGENDA

1. **Call to Order**
2. **Establish Quorum**
3. **Recognize Guests**

a. None Expected

4. **Approval of Minutes:**

ARC meeting minutes for 11 August 2026 submitted for approval

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

a.) None this month

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

a.) None this month.

7. **Ratification of Consent for Actions taken by the ARC between Formal Meetings (average time to approve 1.6 Days – 25% improvement over last month!):**

a.) **3139 Virga Loop**

This landscape project was submitted for Approval on 12 August 2025. A motion for approval was made and seconded (Rist/Gathen) on 14 August 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

b.) 3360 Hill Circle

This landscape project was submitted for Approval on 28 August 2025. A motion for approval was made and seconded (Gathen/Rist) on 18 August 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

c.) 3775 Hill Circle

This repaint project was submitted for Approval on 28 August 2025. A motion for approval was made and seconded (Gathen/Van Vurst) on 28 August 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

d.) 1750 Coyote Point

This landscape project was submitted for Approval on 26 August 2025. A motion for Approval was made and seconded (Gathen/Van Vurst) on 28 August 2026 to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

e.) 3290 Kissing Camel Drive

This structural remodel was submitted for Final Approval on 28 August 2025. A motion for approval was made and seconded (Rist/Van Vurst) on 31 August 2026 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) 3437 Crest Hollow View

b) 3625 Hill Circle

c) 3436 Skywatch Heights

d) 1258 Almagre Heights

e) 3329 Crest Hollow View

f) 2221 Hill Circle

g) 3755 Hill Circle

h) 3341 Crest Hollow View

i) 3171 Virga Loop

j) 1825 Coyote Point Drive

9. Withdrawn Projects – No Response from Owner

a. 3341 Crest Hollow View – Remodel

10. Old Business

a. **3810 Edgecliff Ct**

The owner has once again appealed to the Executive Board to have their previous decision overturned. The matter is now being handled by Mr Firmin, KCPOA counsel.

b. 2589 Lyons Vista Pt

Discussion on latest developments on this new home construction project.

11. New Business

a. Tom is Out in November

I will be out and miss the November ARC meeting. Volunteers to chair the meeting?

b. 3419 Skywatch Heights

Owner has submitted a solar panel install project. The current submission calls for the electrical controllers to be installed on an exterior wall on the side of the house. This submission does not comply with the DG which requires such equipment to be a.) shielded from view or b.) placed inside the garage. Owner has been informed. No action is expected at this meeting.

c. From the floor…

12. Adjournment

Next Scheduled Meeting:

13 October 2026 – 2:00 PM