KCPOA Architectural Review Committee Meeting Agenda

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

Date & Time:

October 13, 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; Carol Grudis, 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 08 September 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 ARC Actions Taken between Formal Meetings (average time to approve 3.0 Days – 100% decrease over last month, but still respectable):**

a.) 1980 Inwood Circle

This exterior remodel project (new roof) was submitted for Approval on 15 September 2026. A motion for approval was made and seconded (D'Amico/Gathen) on 18 September 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

b.) 3545 Hill Circle

This exterior remodel project (Stucco and Repaint) was submitted for Approval on 15 September 2026. A motion for approval was made and seconded (D'Amico/Gathen) on 18 September 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

c.) 5130 Lyda Lane

This demolition project was submitted for Final Approval on 18 September 2026. A motion for approval was made and seconded (Rist/Gathen) on 20 September 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

d.) 3188 Virga Loop

This sunscreen project was submitted on 18 September 2026. A motion for approval was made and seconded (Rist/D'Amico) on 23 September 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

e.) 3020 Virga Loop

This landscape project was submitted on 22 September 2026. A motion for approval was made and seconded (Rist/D'Amico) on 23 September 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

f.) 3535 Hill Circle

This landscape project was submitted on 29 September 2026. A motion for approval was made and seconded (Rist/Van Vurst) on 01 October 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

g.) 3270 Kissing Camels Dr

This landscape project was submitted on 01 October 2026. A motion for approval was made and seconded (Gathen/Rist) on 06 October 2026 to grant 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.) 3755 Hill Circle – Landscape
b.) 3341 Crest Hollow View – Landscape
c.) 3625 Hill Circle – Exterior Remodel
d.) 3341 Crest Hollow View – Landscape
e.) 3329 crest Hollow View – Landscape
f.) 1258 Almagre Heights – Landscape
g.) 2221 Hill Circle – Exterior Remodel

h.) 3306 Hill Circle – Exterior Remodel
i.) 3462 Crest Hollow View – Landscape
j.) 3236 Virga Loop – Exterior Remodel
k.) 3660 Camels View – Landscape
l.) 3805 Alta Mesa Court – Exterior Remodel
m.) 3835 Camels View – Exterior Remodel
n.) 5124 Lyda Lane – Exterior Remodel
o.) 3132 Virga Loop – Concrete Pad
p.) 3715 Camel Grove – Landscape
q.) 1839 Coyote Point - Landscape

9) Withdrawn Projects – No Response from Owner

a.) None this month

10) Old Business

a.) **3810 Edgecliff Ct**

The ARC voted to consider a variance to the TOF on 24 September 2026. Notice to the community was provided on 28 September 2026. Comment period concluded on 12 October 2026. There have been no comments from owners. **Action by the ARC requested this meeting to allow or disallow the variance request.**

b.) 2589 Lyons Vista Pt

As of October 8, foundation was being water proofed. Framing has not started.

c.) 3149 Skywatch Heights

Owner submitted a plan for solar install on 03 September 2026. Plan was reviewed and rejected by the ARC on 04 September 2026, due to lack of screening of external equipment. Owner submitted new plan on 07 September 2026 relocating certain equipment (powerwall) to interior of garage. We reminded Owner of need to screen remaining equipment. Installation proceeded without approval. Owner has stated intent to install screening, but had concerns on limited space, fire hazard, and was asking for direction. We provided some options as to possible screening

products (basically a trellis/privacy panel type product). As of 10 October 2026 no screening is in place. Recommended actions?

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.) From the floor…

12) Adjournment

Next Scheduled Meeting:

10 November 2026 – 2:00 PM